



CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

NOVEMBER 20, 2024

Those present were: Mr. Helmut Gerstenberger, Chairman; Mr. John Ryan, Vice Chairman; Mr. Peter Taubkin, Secretary; Mr. William Butler, Treasurer; Mr. Chris Wheland, Administrator; Mr. Ronald Marshall, Superintendent; Mr. James Trainor, Attorney; and Mr. Brock Juusola, Engineer. Absent: Ms. Julia Haig, Board Member.

Mr. Gerstenberger called the meeting to order at 7:04pm.

APPROVE MINUTES OF OCTOBER 23, 2024

Mr. Gerstenberger made a **motion** to approve the minutes of October 23, 2024; seconded by Mr. Taubkin. The **motion** carried 4-0, 1 absent.

PRIVILEGE OF THE FLOOR

Mr. Ed Vopelak, retired engineer from CT Male & Associates, was in attendance to observe the meeting.

OLD BUSINESS

PEACOCK GLEN PROPERTY

Nothing new to report.

NORTHWOOD WATER SERVICE/STEIN PROJECT

Mr. Wheland and Mr. Trainor are working on the terms for the agreement between the CPWA and Northwood Water Services. The Board voiced a concern regarding the PFAS/PFOS that have been found in the Northwood Water Services system. They want to make sure there is no way PFAS/PFOS can get back into the CPWA water system. Mr. Juusola stated that PFAS don't grow or stay in the pipe once it is flushed and the new supply is online. The PFAS/PFOS are located in their wells. Mr. Wheland said they will be taking their tank and wells completely out of service. A double check valve will also be installed in the meter pit to prevent water from flowing back into the CPWA water system. Mr. Trainor suggested also adding language to the agreement that indemnifies the CPWA for any potential claims regarding the PFAS/PFOS in the Northwood Water Services water system.

NEW BUSINESS

CLIFTON PARK HYDRANT AGREEMENT

Mr. Wheland stated the CPWA has a hydrant agreement with the Town of Malta but not with the Town of Clifton Park. Town of Clifton Park Supervisor Barrett has asked Mr. Wheland to draw up an agreement with incremental rate increases starting in 2026 and to keep the rates the same as 2024 for 2025. Mr. Wheland plans on presenting the Town with an agreement in January.

HALFMOON CHELSEA PLACE AGREEMENT

Chelsea Place is located off Route 9. The Clifton Park Halfmoon town line runs right through Chelsea Place. There are a couple of buildings on the backside of Chelsea Place that are in the Town of Halfmoon that would like to connect to the public water system. Halfmoon doesn't have water service available in this area. The CPWA has a water line that runs a portion of Chelsea Place. The water line could be extended. The CPWA has an existing water supply agreement with the Town of Halfmoon to provide water service for residential lots along Algonquin Road that are located in the Town of Halfmoon. Mr. Wheland would like to amend that agreement to include this portion of Chelsea Place to be able to provide them water service. Mr. Juusola stated a map plan report to extend the service boundaries needs to be done before they can connect as part of our water supply permit. He said the applicant should prepare the report and then it would be submitted to NYSDEC to get the boundary lines extended. This matter has been tabled until NYSDEC grants the extension.

BOND COVENANT RESOLUTION

A **motion** was made by Mr. Ryan approving the resolution on the adequacy of the rates to sufficiently comply with the rate covenant; seconded by Mr. Butler.

RESOLUTION #24, 2024 – RESOLUTION ON THE ADEQUACY OF THE RATES TO SUFFICIENTLY COMPLY WITH THE RATE COVENANT

WHEREAS, the Clifton Park Water Authority has completed a review, taking into consideration the completion of any uncompleted water projects and issuance of future series of bonds if necessary to finance the completion of such water projects, of its financial condition for the purpose of estimating whether the net revenues for fiscal years 2024 and 2025 will be sufficient to comply with the rate covenant contained in subsection (b) of section 7.12 of the water system revenue bond resolution adopted November 16, 1993. Now, therefore be it

RESOLVED, that the Clifton Park Water Authority has estimated that its net revenues for fiscal years 2024 and 2025 will be sufficient to comply with the rate covenant contained in the subsection (b) of section 7.12 of the water system revenue bond resolution adopted November 16, 1993, and it is further

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby authorizes a copy of this resolution, certified by its chairman, an authorized officer, setting forth a reasonably detailed statement of the actual and estimated revenues, operating expenses, aggregate debt service, and any other estimates or assumptions upon which such determination was based, to be filed with the bond trustee.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye

Ms. Haig

- Absent

BUDGET TRANSFERS

Mr. Wheland stated by completing budget transfers throughout the year it has helped him develop the budget for 2025. The overall budget change is \$0.00. This practice puts funds in accounts that we are able to use and tracks the funds more accurately. A discussion was held regarding the increased postage expenses. The billing software has an e-bill only feature that some customers have taken advantage of. Mr. Wheland is looking to get information out to current customers to sign up for this feature to help reduce postage expenses. It was also suggested that all new customers are required to give an email address to receive e-bill only bills. He is also looking into changing or upgrading our current billing software and getting pricing to outsource the printing and mailing of bills to a third party.

OTHER BUSINESS

LEAD SERVICE LINES

The CPWA is required by the EPA to inventory all water service lines. The CPWA is unaware of any lead service lines within the CPWA service area. The EPA requires all unknown services to be inventoried as lead until such time as the line can be proven to be another material. Letters were mailed out to approximately 2,000 customers asking them to take a picture of their service line before the water meter and send the picture to cpwaserviceline@cpwa.org. Mr. Vopelak stated when the private water systems were purchased in the 1990's, CT Male valued each system based on its infrastructure (plastic pipe, cast iron pipe, asbestos cement pipe, plastic services, copper services, and galvanized services). This information exists in the CT Male files. Mr. Vopelak stated he would assist the CPWA with getting this information.

ROUND LAKE ROAD METER STATION

A 16-inch water line runs down Eastline Road from the Eastline Road pumpstation to the Round Lake Road meter station. The water line narrows down to an 8-inch water line into our Round Lake Road metering station then goes back to a 16-inch line. He wants to change out the 8-inch section, approximately 30 feet, with a 16-inch line and meter. The meter and pipe have been ordered and should be here next week. He is in the process of getting quotes from contractors to do this work.

EXECUTIVE SESSION

Mr. Gerstenberger made a **motion** to move into executive session at 7:43pm to discuss CSEA contract negotiations; seconded by Mr. Ryan. The **motion** carried 4-0, 1 absent.

Mr. Gerstenberger made a **motion** to move out of executive session at 8:08pm; seconded by Mr. Ryan. The **motion** carried 4-0, 1 absent.

The CPWA's next board meeting is scheduled for Wednesday, December 18, 2024.

A **motion** was made by Mr. Gerstenberger to adjourn the meeting at 8:10pm; seconded by Mr. Butler. The **motion** carried 4-0, 1 absent.

Respectfully submitted,

Sheri Collins
Recording Secretary

cc: CPWA Board of Directors
Trainor, Pezzullo & DeSanto LLC