

TOWN of WILTON
WATER and SEWER AUTHORITY
20 Traver Road
Gansevoort, New York 12831

September 17, 2024

Present: Dave MacDougall, Chairman; Dave Huestis, Secretary; Joe Stadelmeyer, Board Member; Michael Mooney, Director; Dennis Feeney, Attorney at Law; Ryan Riper, Engineer; Carol Green, Comptroller

Absent: Scott Duffy, Vice Chairman; Evan Schneider, Treasurer

Chairman MacDougall called the meeting to order at 4:03 p.m.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the July 16, 2024 meeting minutes. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION: #24-29

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the July 16, 2024 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Joe Stadelmeyer, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Review of 2023 Audit Report

John Criscone from Cusack and Company presented to the board the findings of annual audit performed for year ending 12/31/2023. The lead auditor rotates every 5 years. Next year will be a different lead auditor.

COMPTROLLER'S REPORT

Bills

The August 2024 and September 2024 (#08 & #09) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for August is \$188,523.00 and \$17,098.49 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$18,806.00 and \$0.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of August 2024 and September 2024 (#08 & #09) abstracts. Joe Stadelmeyer offered the following resolution and moved its adoption:

RESOLUTION #24-30

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of August 2024 and September 2024 (#08 & #09) abstracts. The total for the Water & Sewer Fund for August is \$188,523.00 and \$17,098.49 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$18,806.00 and \$0.00 for the Capital Projects Fund.

The adoption of the foregoing resolution was seconded by Secretary Huestis, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Billing Adjustments

Billing adjustments in the amount of a positive \$4744.03 for July and positive \$1237.20 for August need to be approved by the Board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$4744.03 for July and positive \$1237.20 for August. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #24-31

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$4744.03 for July and positive \$1237.20 for August.

The adoption of the foregoing resolution was seconded by Joe Stadelmeyer, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Budget

The Board needs to approve the following budget transfers:

- a. From Contingency (a/c # 01-1990-5.00400) to Meters (a/c # 01-8340-5.00416) for \$20,000 to cover increases in meter prices and quantity of new connections.
- b. From Contingency (a/c # 01-1990-5.00400) to Social Security (a/c # 01-9000-5.00830) for \$1400 to cover the social security on the budget transfer for Ryan approved in March.
- c. From Contingency (a/c # 02-1990-5.00400) to Social Security (a/c # 02-9000-5.00830) for \$1400 to cover the social security on the budget transfer for Ryan approved in March.

Chairman MacDougall asked for a motion to approve the budget transfers per the Comptroller's Report. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #24-32

NOW, THEREFORE, BE IT RESOLVED, to approve the following budget transfers:

- a. From Contingency (a/c # 01-1990-5.00400) to Meters (a/c # 01-8340-5.00416) for \$20,000 to cover increases in meter prices and quantity of new connections.

- b. From Contingency (a/c # 01-1990-5.00400) to Social Security (a/c # 01-9000-5.00830) for \$1400 to cover the social security on the budget transfer for Ryan approved in March
- c. From Contingency (a/c # 02-1990-5.00400) to Social Security (a/c # 02-9000-5.00830) for \$1400 to cover the social security on the budget transfer for Ryan approved in March

The adoption of the foregoing resolution was seconded by Joe Stadelmeyer, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

2023 Audit Report

After reviewing the audit report emailed earlier this summer and presented in this meeting by John Criscone, the Board needs to formally accept the 2023 audit report provided by Cusack and Company.

Chairman MacDougall asked for a motion to formally accept the audit reports provided by Cusack and Company. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #24-33

NOW, THEREFORE, BE IT RESOLVED, to accept the 2023 financial audit provided by Cusack and Company.

The adoption of the foregoing resolution was seconded by Joe Stadelmeyer, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

2024 Budget to Actual Revenue and Expenditure Reports

These reports as of today are available upon request.

Internal Financial Statements

Attached is a list Certificates of Deposit that the Comptroller opened on 7/25/24 with their expected maturity values. On 10/21/24, the following Certificates of Deposit are maturing:

Water Replacement Reserve	\$3,500,000
OPEB Reserve	\$ 200,000
Unrestricted Funds	<u>\$3,700,000</u>
	\$7,400,000

CHAIRMAN’S REPORT

DIRECTOR’S REPORT

Saratoga County Sewer District #1 Take Over of Sewer Operation

There is a meeting on 9/26/24 between the County attorney, SCSD staff, WWSA attorney and WWSA Director, to identify any outstanding items for the transfer of WWSA sewer operations to the Saratoga County Sewer District. The WWSA attorney and title company work is complete for how the transfer is planned, but the County attorney’s office has been delayed due to staff

turnover. The County has already begun work on the projects earmarked for the funds that have not yet been transferred.

Furlong Hills and Olson Farm Sewer Repairs

There was a sewer break on the force main discharge on Waverly Place in Olson Farm. At the Furlong Hills sewer pump station, something in the area has changed. The water table there is very high, less than a foot below the pavement. It was initially thought to be a sewer break, but it was pumped out and there was no leak found on the sewer line. It was also tested and negative for chlorine to rule out a water line leak. There is an approved subdivision approximately 1000 feet away as a possible source of the groundwater change.

Pine Ledge and Worth Road Water Repair

Water repairs were needed at Pine Ledge Terrace and Worth Road.

Eddie Road Water Loop Progress

A meeting took place since the last Board meeting. The plans were modified to show the new borings and an alternate plan for the railroad crossing using the specialized process of micro-tunneling. Quotes are needed and will likely result in a need for an increase in budget.

2025 Budget Planning

The Director requests two Board members to participate in a budget review of the final draft budget prior to the next meeting. Secretary Huestis and Board member Joe Stadelmeyer agree to meet to review the budget.

Internet Meter Reading System Update

No new information to report.

Online and Auto Bill Pay Update

No major issues with online and Auto Bill Pay.

Audit and Corporate Governance Committee Meetings

Due to limited attendance at today's meeting, the meetings for the Audit and Corporate Governance committees have been postponed to the November Board meeting.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 4:40 p.m. on a motion by Secretary Huestis and seconded by Joe Stadelmeyer, Chairman MacDougall adjourned the meeting with all in favor.