



ALBANY CSO Pool Communities

A collaboration between the cities of Albany, Cohoes,
Troy, Watervliet & Rensselaer and the Village of Green Island

C/O Capital District Regional Planning Commission
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Minutes of the Board of Directors Meeting Thursday, September 12, 2019 10:00 am

Board Members Present:

Gerry Moscinski – Rensselaer County Sewer District
Garry Nathan – City of Cohoes
Tom Dufresne – Albany Water Board
Mark Hendricks – City of Rensselaer
Bill Simcoe - Albany Water Board
Chris Wheland – City of Troy
Jeremy Smith – City of Watervliet
Sean Ward – Village of Green Island

Also Present:

Jessica Carpenter- City of Albany
Tim Murphy – Albany County Water Purification District
Mike Miller – APJVT (CHA)
Amy Weinstock – CDRPC Staff
Martin Daley – CDRPC Staff
Tom White – CDRPC Staff

I. Call to Order/Roll Call

Board President Bill Simcoe called the meeting to order at 10:08 am.

II. Reading and Approval of Minutes of August 15, 2019

The minutes were distributed before the meeting. A typo will be corrected and a letter read at the meeting will be added to the back of the minutes package.

Action Taken

Garry Nathan made a motion to approve the August 15, 2019 Corporation meeting minutes as amended and

Sean Ward seconded. The motion was approved unanimously.

III. Financial Report for 8/31/19

This financial report summarizes contribution shares and expenditures by major Line Items. The report consists of three sections:

1. Key Financial status items
2. Actual vs Overall Budget
3. The Communities' Balances as of 8/31/2019

Financial Status

The Statement of Financial Position shows a cash balance of \$527,986.96; Combined Communities' Balance of \$527,986.96 and Accounts Payable total of \$0.00.

Actual Cost vs 2019 Overall Budget

Project and Administrative expenses are invoiced to the communities on an invoice by invoice basis after board approval, grants are accounted for on an accrual basis as anticipated against approved invoices. The corporation records any direct expenditures for work done by a community as a payment to that community's balance, upon the Board's approval, as such, each balance is subject to change as expenditures are received and approved by the Board.

Fiscal YTD expenditures have been approved for a total \$2,403,489.58; or 13.04% of the 2019 Budget for Total Expenses. Expenditures have been submitted and approved for Programmed Construction Projects of \$2,258,550.94; and Corporation Expenses of \$144,938.64.

Budget Components	Budget Amount	Actual	Completed %
Programmed Construction Budget	18,130,000	2,258,551.	12.46%
Corp. Admin, PCCM & Misc. Budget	298,350	144,938.	48.58%
Total	18,428,350	2,403,489.	13.04%

Communities' Balances as of 8/31/2019

During the eleven months completed in the 2019 fiscal year, the communities have been invoiced, net of all grants and direct expenditures, \$1,855,923.29. Total payments have been received from: Albany \$193,208.26; Cohoes \$14,993.76; Green Island \$10,296.69; and Troy \$1,069,705.04 and applied. The Corporation made partial payment to Albany, Cohoes, Green Island and Watervliet for previously submitted and Board approved construction projects in the amounts of \$468,257.75, \$66,299.45, \$5,461.46 and \$92,516.24, respectively. Payments of \$633,669.00 from Albany and \$271,653.00 from Troy were received in fulfillment of their respective cash obligation under the IMA. (IMA cash obligation payment of \$49,022.00 was received from Watervliet after the close of August.)

The expenditures made by the host community, net of Grants anticipated are recorded as Direct Expense. Summary of the Communities Balance Status has been adjusted for prior omissions of grants and the effect on Communities with the resulting balances, at 08/31/2019, as follows:

Community	Balance 10/01/2018	Communities Share of Expenditures Invoiced - Oct 2018 to Date		IMA - Cash Obligation	Communities' Obligations Paid Through	Funds Paid to Communities	Direct Expense Applied net of grants	Balance
		LTCP Projects	Albany CSO Corp Expenses					
	+	-	-	+	+	-	+	=
Albany	\$ 856,592.28	1,005,973.68	84,235.69	(633,669.00)	826,877.26	468,257.75	1,452,306.37	\$ 943,639.78
Troy	\$ (1,356,534.30)	595,903.97	49,898.31	(271,653.00)	1,341,358.04		-	\$ (932,631.54)
Cohoes	\$ 292,836.80	46,972.87	3,933.30	262,304.00	14,933.76	240,465.07	62,641.75	\$ 341,345.08
Rensselaer	\$ (128,601.61)	36,515.40	3,057.64	464,438.00		308,379.33	-	\$ (12,115.98)
Watervliet	\$ 104,906.80	19,886.32	1,665.19	(49,022.00)		92,516.24	140,034.47	\$ 81,851.51
Green Island	\$ 9,481.74	9,085.99	760.82	227,602.00	10,296.69	156,585.51	24,950.00	\$ 105,898.10
TOTALS	\$ (221,318.30)	1,714,338.24	143,550.94	-	2,193,465.75	1,266,203.90	1,679,932.59	\$ 527,986.96

The above does not include any yet to be reported expenditures, adjustments to expenditures or grants, which, when presented and approved by the Board may change Communities' Balances.

IV. Status of IMA cash catch-up payments

As of August 31, 2019, the balance in the Corporation Pioneer Bank account is \$527,986.96. Significant headway has been made in settling cash and ongoing obligation payables. With the receipt of all IMA cash obligations due, the Corporation can make final payments to each community with credit balances. As of September 1, the IMA Cash obligation Adjusted Balance appears as follows:

Community	IMA - Cash Obligation	Through 07/31/19		After 08/01/2019		Ending Balance
		Receipts	Distributions	Receipts	Distributions	
			8/15/2019		9/12/2019	
Albany	(633,669.00)	633,669.00				-
Troy	(271,653.00)			271,653.00		-
Cohoes	262,304.00		(174,165.62)		(88,138.38)	-
Rensselaer	464,438.00		(308,379.33)		(156,058.67)	-
Watervliet	(49,022.00)			49,022.00		-
Green Island	227,602.00		(151,124.05)		(76,477.95)	-
TOTALS	-	633,669.00	(633,669.00)	320,675.00	(320,675.00)	-

Final payment of \$320,675.00 to settle the IMA cash obligations will be made immediately after Board approval.

Action Taken

Jeremy Smith proposed to complete the final payment to settle the fund balances between the Communities in the amount of \$320,675.00 and Sean Ward seconded. The motion was approved unanimously.

V. Vendor Invoices

The following invoices have been received. Staff is requesting board authorizations to for the following

invoices, obtained from the Communities for CSO LTCP work performed during FY2019 up until 9/1/19. Copies of the vendor invoices were provided. There will need to be an amendment to the budget at next meeting for the series of construction projects done by WM Keller. The 2019 budgeted amount was set for \$6,000,000 (with the \$5,000,000 in grant money) and the total invoices submitted equal \$7,386,777.76. The project budget is \$8,000,000.

Community	Vendor	Invoice	Invoice Date(s)	Associated Work	Financing	Invoice Amount
Corp.	Acadia Insurance	ADL527940 0-3	8/22/19	C-8 General Liability Insurance	"01"	\$411.00
Corp.	Ajax Insurance (Payable to COOL Insuring)	N/A	8/22/19	C-8 POL Insurance	"01"	\$3,808.00
Albany	Barton and Loguidice	104874, 105517	7/25/19, 8/22/19	SSS-09 Mereline Sewer Separation	"01"	\$4,460.53
Albany	CHA	32605-8A	7/28/19	STCF-01,02 Floatables Control Facilities	"01"	\$58,930.23
Albany	WM Keller	Pay Apps #1 - #16*	5/7/18 – 8/26/19	STCF-01,02 Floatables Control Facilities	"01"	\$7,319,168.00 (anticipated grant receipts of \$5,000,000)
Total						\$7,386,777.76

Action Taken

After discussion, Jeremy Smith made a motion to process the invoices as presented, with the agreement to modify the 2019 budget at the next scheduled Board Meeting and Sean Ward seconded. The motion passed unanimously.

VI. CDRPC 2020 Contract

The contract is the same standard contract as it has been in the past. This contract is on an annual basis.

Action Taken

Chris Wheland made a motion to authorize the President of the Board to execute the CDRPC 2020 Contract and Garry Nathan seconded. The motion passed unanimously.

VII. Semi Annual Report

The Semi Annual report was discussed in detail with the Board. Project volume is low, as the beginning of the LTCP had a number of deliverables, but the size of active projects is substantial. The documents will be sent upon approval of the Board to the DEC on or by September 15th. It will also be posted on the website. All

Board members signed the report.

VIII. EPA Modeling Request

The following request was received by the EPA.

“EPA would like to pilot test a spreadsheet-based CSO modeling tool and is seeking volunteer CSO communities/permittees to help and provide information for this effort. CSO communities/permnitees that have performed recent modeling (and model calibration) for LTCP development or PCCM should have the necessary information available. For larger systems, the data can be for a portion of the system, does not have to be the entire system. Do you think Syracuse, Newburgh or Buffalo might work? What other CSO permittees do you think have the necessary info and may be willing to participate? Feel free to give me a call if you have any questions. “

After discussing the request, it was determined that there’s intense pressure on the consulting team at this time to meet obligations of the Beaver Creek project, and the board prioritized that work. The bard requested staff communicate to DEC that we are not opposed to packaging and sharing the modeling data, but would prefer to work with EPA and DEC after the Order obligations are met.

IX. Other Business

Jeremy Smith is stepping down from his position. This is the final meeting he is attending. Thank you for your commitment to the Board. The next meeting is the annual meeting, where his replacement can be elected.

Cohoe is waiting for an approval letter from either DEC or EFC regarding the Columbia Street Phase II preliminary engineering part of the project. It would seem there is confusion on which agency will be sending it and the approval letter will help inform the scope of the project to move forward.

The Village of Green Island will be performing sewer separation on Hudson Avenue as part of a development project offset. This separation will significantly reduce CSO flow at the Hamilton and Hudson Regulators.

Adjournment

Garry Nathan made a motion to adjourn the meeting at 10:39 and Sean Ward seconded. The motion passed unanimously.

Respectfully submitted,
Amy Weinstock, CDRPC Office Manager

William Simcoe, P.E.
Albany CSO Pool Communities Corporation President