

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION NO. 1
MINUTES OF January 26, 2011
3:00 PM Treatment Plant

COMMISSIONERS PRESENT: Davis, Bold, Cannon, Crowley, Loewenstein, Nelson, Ostapczuk, Rinaldi

COMMISSIONERS EXCUSED: Doyle

ALSO PRESENT: James DiPasquale, Executive Director; Linda MacNeal, Administrative Assistant; Richard Kupferman, 1st Assistant Saratoga County Attorney; Spencer Hellwig, Saratoga County Administrator; Sue Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Collection System Manager; Steve Williams, *Daily Gazette*.

PUBLIC COMMENT - None

CHAIRMAN’S COMMENTS –

Chairman Davis welcomed and congratulated the new Saratoga County Administrator; Spencer Hellwig.

Chairman Davis introduced the new Commissioner from the City of Mechanicville; Nicholas Rinaldi. Commissioner Rinaldi has lived in Mechanicville all his life. He has worked for B&M Railroad for 18 years and GE Silicone until 2008 and Momentive, retiring in 2010.

Introduction of new Legal representation - 1st Assistant County Attorney, Richard Kupferman has been assigned to provide the Sewer District with their legal representation.

Ethics and Public integrity considerations – Chairman Davis encouraged the Commissioners to complete their yearly ethics disclosure and return to the Saratoga County Attorney as soon as possible. He also mentioned that as a public official they should not be accepting gifts or gratuities from anyone doing business with the County.

APPROVAL OF MINUTES of December 8, 2010. *Commissioner Nelson made the motion to approve the minutes of December 8, 2010. Commissioner Crowley seconded the motion. No discussion; 8 Ayes, 0 Nays. The minutes of December 8, 2010 was approved.*

TREATMENT PLANT EXPANSION - Delaware Engineer, Ed Hernandez could not attend, Executive Director, James DiPasquale provided the information. Two contracts (Merit Heating and QCQA) have been completed. The remaining Contractors are working on a punch list, the largest item remaining, added on toward the end of the project, is replacement of walkway bridges over the three original secondary settling tanks. The bridges are expected to be delivered in the second week of February, 2011.

CAPITAL PROJECTS FOR UPGRADES:

2010 CAPITAL PROJECTS

Pipevision – The \$993,000 Pipevision contract for interceptor relining has been executed. The Contractor is acquiring Railroad permits. Pipevision is anticipating beginning mid March of 2011 and completing by August 1, 2011. This section of relining consists of approximately 2,000 ft. downstream of Coons Crossing Road.

Carver – Seven bids for the General Construction Contract for upgrades to the C.K. and Kashmiri Pump Station were received on December 30, 2010 ranging from \$611,400 to \$871,000. The low bid of \$611,400 was from Carver Construction, Inc. After review by the Consultant, Environmental Design Partnership and Commissioner Doyle, a recommendation to award the contract to the low bidder, Carver Construction, Inc was issued. The Sewer District has had favorable experiences with Carver Construction on previous projects. *Commissioner Nelson made the motion to recommend awarding the General Construction Contract for upgrades to C.K. and Kashmiri Pump Station to Carver Construction for \$611,400. Commissioner Loewenstein seconded the motion. Commissioner Loewenstein inquired as the Consultant's estimate for the project and was told it was \$750,000; which also included the electrical contract. Also addressed was the alternate 1 portion for approximately \$7,700; this involves replacement of fencing and plantings around the pump station to fulfill an easement requirement of a homeowner that owns a portion of the property the pump station is located on. The motion to recommend awarding the General Construction Contract for upgrades to C.K. and Kashmiri Pump Station to Carver Construction, Inc. for \$611,400 and forward the recommendation to the Board of Supervisors for approval passed; 8Ayes, 0 Nays.*

Stilsing Electric – Nine bids for the Electrical Contract for upgrades to the C.K. and Kashmiri Pump Station were received on December 30, 2010 ranging from \$115,280 to \$199,430. The low bid of \$115,280 was from Stilsing Electric. The Consultant, Environmental Design Partnership and Commissioner Doyle recommended awarding the contract to the low bidder, Stilsing Electric for \$115,280. The Sewer District has had favorable experience with Stilsing Electric on previous projects. *Commissioner Bold made the motion to recommend awarding the Electrical Contract for upgrades to C.K and Kashmiri Pump Station to Stilsing Electric for \$115, 280. Commissioner Rinaldi seconded the motion. No Discussion. The motion to recommend awarding the Electrical Contract for upgrades to C.K. and Kashmiri Pump Station to Stilsing Electric for \$115,280 and forward the recommendation to the Board of Supervisors passed; 8 Ayes, 0 Nays.*

Transfer of funds to 2011 Budget – Executive Director, James DiPasquale, informed the Commission that he will be forwarding to the County Administrator a request to transfer unused funds from the 2010 Capital Projects to the 2011 Budget.

2011 CAPITAL PROJECTS –

McDonald Engineering – Saratoga Lake upgrades and Routes 4 & 32 sewer system; a kickoff meeting was held on 1/4/11, Commissioner Doyle, Collection System Manager; Grant Eaton and Director; James DiPasquale attended. A general review of the project was conducted, a conceptual schedule was discussed and transfer of SCSD's relevant maps, plans and reports was made. McDonald Engineering, the Consultant, is assembling base mapping and reviewing pertinent information and reports. The next meeting is scheduled tentatively for Thursday 2/3/11 in the morning; Commissioners Doyle and Bold anticipate attending.

Executive Director, James DiPasquale has sent a letter to the relevant Municipalities informing them SCSD is proceeding with the project and to request their review to reconfirm flow data that had been received several years ago.

Saratoga County Sewer District Northern Treatment Plant RFP- the RFP for Engineering Service to conduct a feasibility study and preliminary design has been released, a copy has been forwarded to Commissioners Crowley and Doyle; a pre-proposal meeting is scheduled for 10:00 A.M. on 2/10/11 at the Treatment Plant; proposals are due 3/10/11.

Incinerator RFP – The RFP has been released for Engineering Services to design repairs of the incinerator based on recommendations in the report from Chavond-Berry in 2007. The repairs include; replacement of the preheat unit and controls, replacement of the exhaust T, replacement of the Venturi and Scrubber box, inspection, evaluation and repair of the orifice plate shelf support system, insulation and skin coat of the exterior shell of the incinerator, also during shutdown, inspection of the interior refractory. A pre-proposal meeting is scheduled at 10:00 A.M. on 2/11/11 at the Treatment Plant. A site inspection is mandatory for submittal of a proposal. The proposals are due 3/10/11 at the Department of General Services at 50 West High St., Ballston Spa, NY 12020. The repairs were recommended to be done in 2010 making this project imperative. Commissioner Ostapczuk recommended investigating grants available from NYSERDA for expanding the repair to include recapturing heat during operation of the incinerator generating electricity. He noted that recently Albany County received 6 million dollars. Commissioner Crowley mentioned that he was aware of a cogeneration study done during the first expansion but at the time was not cost effective. Director, James DiPasquale noted in compiling information for this project, information and studies for cogeneration was located that could be applicable. This information will be forwarded to Commissioner Ostapczuk for his review.

Milton Pump Station Emergency Generator replacement bid – Bid documents are being prepared for replacement of the original emergency generator that was installed 34 years ago. The generator also sustained damage during the fire at the Pump Station in 2008. Some repairs were done, but for the long term it was recommended the emergency generator be replaced by an exterior emergency generator. Upgrades to and future Pump Stations are now placing emergency generators outside of the Pump Station.

COLLECTION SYSTEM INFORMATION:

Town of Malta Northern Sewer Study – Several years ago, the Town requested and was granted the Commission's support in redirecting flow from the Steeplechase Pump Station along Route 9P, discharging to 1 of the SL 8 force mains at the NYS Route 9P Plains Road intersection. A new submittal from the Town of Malta proposes connection to the S.L. #8 force main at Cramer Road instead of at NYS Route 9P as the volume of traffic is less and access for maintenance on Cramer Road is more favorable. There is no significant difference hydraulically in this proposal. Commissioner Bold questioned if this would have any impact on the Saratoga Lake Upgrade project; Director James DiPasquale stated that the Consultant had anticipated taking into consideration the Town of Malta east of the Northway which includes this area. Director DiPasquale stated this letter was a courtesy, as the connection was previously supported by the Commission.

PUMP STATION ALARMS – Developer Bruce Tanski received a letter from NYS DEC after they reviewed the planned Apartment Complex (Falcon Trace) proposed to be served by a private pump station, requiring him to have the pump station monitored and responded to by a Municipality. Mr. Tanski has requested Saratoga County Sewer District #1 to provide these services. Agreement to this request would require approval from the Commissioners, as this would be a change of policy. Our current policy is that Pump Stations serving private property are not accepted for ownership by the Sewer District. When SCSD reviewed this project, it was suggested to design the pump station in accordance of SCSD's standards; the

developer chose to pursue a different plan. Different concerns were discussed; who would incur the expense of changes for the alarms to be compatible to the Sewer District's SCADA system, costs of future maintenance, expenses incurred in responding to an alarm, which party would be responsible for liability, potential of requests from other private pump stations, insurance and legal concerns, setting precedents and changing policy. Due to the complexity of the issues this request will be reviewed by the Saratoga County Attorney's and County Administrator's office and Saratoga County Sewer District's Engineering Committee before a response will be forthcoming.

GLOBALFOUNDRIES DISCHARGE PERMIT- Flow data for pipe flushing activities is being received on the District's SCADA system. During the later part of November and the month of December they commenced flushing the lines relative to onsite piping and the new County water system, for a period several million gallons per day was being discharged. January the flow is down to one half to three quarter million gallons per day. The company is billed monthly based on the real time flow data reports.

DEDICATIONS:

Gurba, Town of Stillwater – At the December Sewer Commission meeting Phase 1 of the Gurba/Stillwater Sewer District No. 2 sewer system was dedicated. The Town has acquired the final easements for Phase 2 and has requested dedication. Phase 2 consists of 4 manholes, 475 feet of 8" gravity line and 550 feet of 2" low pressure lines. There are a few minor adjustments in wording that are needed before Richard Kupferman, 1st Assistant County Attorney will file the dedication, but he recommends proceeding with the dedication today. *Commissioner Bold made the motion to accept dedication of Phase 2 of the Gurba/Stillwater Sewer District No. 2 sewer system being contingent on final legal approval. Commissioner Cannon seconded the motion. No further discussion. Resolution 01-2011-SD accepting dedication of Phase 2 of Gurba / Stillwater Sewer District No. 2 sewer system consisting of 4 manholes, 475 feet of 8 inch gravity and 550 feet of 2inch low pressure line, contingent on final legal approval passed; 8Ayes, 0 Nays.*

PERSONNEL - The four (4) Plant Operator positions have been filled with Operator Trainees; the final position was filled on January 20, 2011. The support of Chairman Davis was instrumental in filling the positions in a timely manner. These vacancies put a strain on the staffing and operation of the plant as vacancies amounted to one complete shift of Operator personnel. There are four vacant maintenance positions that will be addressed in the next few weeks

ATTORNEY REPORT: The new 1st Assistant County Attorney, Richard Kupferman, stated he is getting acquainted with concerns of the Sewer District and appreciated the cooperation of the Director, James DiPasquale.

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Crowley stated since the release of the RFP, he has not spoken with the Chairman of the Board of Supervisors.

ENGINEERING COMMITTEE – The Engineering committee has nothing new to report

SEWER DISTRICT COUNTY WIDE COMMITTEE - Commissioner Nelson stated County Attorney, Stephen Dorsey assisted in the preparation of a letter sent to the Supervisors of Towns not entirely included in the District at the end of December, requesting a response by March 1,2011 as to their intentions of inclusion in the District. This letter was reviewed by Commissioners; Doyle, Crowley, Chairman Davis and Executive Director James DiPasquale. This letter stated that no response from the Supervisor would indicate there was no objection to be included in the District. Four responses have been received to date; 2 were not interested, 1 was in support and 1 is considering. The Town of Hadley was one not in favor due to the

distance to access the system and they have their own Treatment facility. Chairman Davis mentioned this would not cost the Town's anything and might be useful in the future.

A motion to adjourn the meeting was made by Commissioner Crowley. Commissioner Cannon seconded the motion. No discussion. The motion was passed; 8Ayes, 0 Nays.

**NEXT COMMISSION MEETING
Wednesday, February 23, 2011
3:00 P.M. at Treatment Plant**