

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION NO. 1
MINUTES OF March 23, 2011
3:00 PM Treatment Plant

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

COMMISSIONERS EXCUSED: Crowley

ALSO PRESENT: James DiPasquale, Executive Director; Linda MacNeal, Administrative Assistant; Spencer Hellwig, Saratoga County Administrator; Grant Eaton, Collection System Manager; Stephen Williams, *The Daily Gazette*; Joel Bianchi, Chazen Engineering.

PUBLIC COMMENT - None

CHAIRMAN’S COMMENTS – After reviewing the flow information Chairman Davis explained that it is apparent to him that a second plant will be needed especially if the growth continues as it has. Chairman Davis emphasized that he anticipates the additional capacity will need to be on line within the next 11 years.

APPROVAL OF MINUTES of February 23, 2011. *Commissioner Doyle made the motion to approve the minutes of February 23, 2011. Commissioner Nelson seconded the motion. No discussion; 8Ayes, 0 Nays. The minutes of February 23, 2011 was approved.*

TREATMENT PLANT EXPANSION – Executive Director, James DiPasquale gave a progress report on the Plant expansion; Delaware, Jett, Gross and J&K were at the Plant on 3/8/11, reviewing progress on the punch list items. Delaware is preparing Certificates of Substantial Completion including the Punch List tasks for the Contractors and will prepare change orders for Jett, Gross and J&K. The Change Orders will be deductions in the contracts; totaling approximately \$162,000.

CAPITAL PROJECTS FOR UPGRADES:

2010 CAPTIAL PROJECTS

Pipevision – The \$993,000 Pipevision contract for interceptor relining has been executed. Pipevision is acquiring Railroad permits. This section of relining consists of approximately 2,000 ft. downstream of Coons Crossing Road. This project is scheduled to begin in April 2011. A meeting is scheduled with the Consultant EDP and Staff on Monday 3/28/11 to review submittals and project schedules.

CK & Kashmiri Upgrades – On 2/15/11, the Board of Supervisors awarded contracts to Carver and Stilsing for the upgrades of C.K. and Kashmiri Pump Stations. The contracts have been executed by the Contractors and have been forwarded to the County Attorney for final execution.

2011 CAPITAL PROJECTS –

McDonald Engineering – Saratoga Lake, 4 & 32; Preliminary layout of force mains will be completed and submitted for review by the end of April. At Saratoga Lake, field inspections of the Pump Stations were conducted on 2/16/11 with Collection Manager Grant Eaton and Doug Cole of McDonald Engineering. McDonald Engineering is developing a hydraulic model of the gravity sewer system and are in the process of converting SCSD's maps and plans into Auto Cad for inclusion in the design and bid documents. In April, McDonald Engineering will be reviewing SCADA communication systems, equipment specifications, the GPS data base locations and gravity T.V. inspections of the sewer lines. On Tuesday 4/5/11, 10:00 AM, at the Treatment Plant, a review meeting is scheduled with several Commissioners, Staff and McDonald Engineering.

Saratoga County Sewer District Northern Treatment Plant RFP- Proposals for the engineering contract of the Northern Treatment Plant were received on 3/10/11. A review meeting was held on 3/15/11 with Executive Director James DiPasquale and Commissioners; Crowley, Doyle and Rinaldi. Commissioner Doyle made the motion to recommend awarding the contract for a conceptual/preliminary design of the Northern Treatment Plant to Delaware Engineering for \$61,600. Commissioner Bold seconded the motion. Commissioner Doyle stated that 10 firms attended the Pre-Proposal meeting and 7 firms responded; prices ranged from \$61,600 to \$216,000. The main disparity of prices appeared to be the assignment in Management hours. The committee interviewed 3 firms on March 18, 2011; Delaware Engineering at \$61,600, Clough Harbour at \$67,700 and C.T. Male at \$96,120. The committee based their recommendation on a four point approach: cost per hour based on total hours, experience, quality and knowledge of the area the project. After meetings with the three firms on 3/18/11 attended by Chairman Davis, Commissioners; Doyle and Rinaldi, the decision was that Delaware Engineering submitted the most comprehensive plan. The motion to recommend awarding the Engineering Contract to Delaware Engineering for \$61,600 and forwarding to the Board of Supervisor for approval passed; 7 Ayes, 0 Nays, Commissioner Loewenstein abstained.

Incinerator upgrade RFP –Proposals for the engineering contract were received on 3/10/11. A review meeting was held on 3/15/11 with Executive Director James DiPasquale, Commissioners; Crowley, Doyle and Rinaldi. Commissioner Doyle made the motion to recommend awarding the contract to Delaware Engineering for \$164,500. Commissioner Rinaldi seconded the motion. Commissioner Doyle stated that 3 firms attended the Pre-Proposal meeting and 2 firms responded; the other proposal was \$177,150. Doyle commented that this project is highly specialized and the RFP's went to firms with expertise in the area. After the meeting on 3/15/11 the decision was to recommend awarding the contract to Delaware Engineering who has teamed with Chavond Barry to utilize their technical expertise in incineration systems. The motion to recommend awarding the Engineering Contract to Delaware Engineering for \$164,500 and forwarding to the Board of Supervisor for approval passed; 7 Ayes, 0 Nays, Commissioner Loewenstein abstained.

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 and expected to be available at the end of April. 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.

COLLECTION SYSTEM INFORMATION:

GLOBALFOUNDRIES DISCHARGE PERMIT- Flow data for pipe flushing activities is being received on the District's SCADA system. A meeting was held on 3/1/11 to discuss connection of the second Administrative Building and flows associated with start-up activities of various systems (tools) during this Summer. The flow has averaged 1.5mgd and when additional testing occurs the volume may increase.

FALCON TRACE SUBDIVISION – Town of Halfmoon, proposed dedication of the pump station. A proposal regarding this Pump Station was presented at the January Commission meeting from the Developer, Bruce Tanski. Since then, the Developer has agreed to construct the Pump Station to Saratoga County Sewer District's standards and expects the station to serve additional property owners. These changes allow the Pump Station to be dedicated to Saratoga County Sewer District within SCSD's normal policy. The pump station is initially expected to serve approximately 300 units, a combination of apartments and commercial units.

PERMITTING – Letters were sent to all municipalities on implementation of the approval process for connections to, and repairs of systems discharging to SCSD. The program will be effective April 1, 2011; the information will be available on the County Website. Executive Director James DiPasquale gave credit to Collection System Manager, Grant Eaton for preparing the information package: forms, fees, etc. This policy change will enable the Sewer District to be aware of situations previously not inspected. This policy will also allow SCSD to monitor changes and impacts to the system avoiding possible problems. Commissioner Bold questioned if there was significant changes from the previous permitting system, Director James DiPasquale responded that one change is; SCSD would be permitting in a Residential Subdivision all the gravity connections, not just grinder pumps. DiPasquale mentioned that another significant change; connections in the City of Saratoga Springs would be inspected. Chairman Davis asked if the District has received any feedback from the municipalities and the Director stated the Town of Clifton Park has responded that they are in the process of developing policies to support the policy. The Cities of; Saratoga Springs and Mechanicville, Village of Ballston and areas SCSD has not been previously involved, will be included. DiPasquale stated that in light of numerous problems encountered in the last year or so we will also be permitting all repairs to laterals as several repairs have escalated into significant issues. This new policy will also assist the Sewer District in tracking additions of industries and alert the District to monitor the properties of the flow if applicable. Commissioner Bold asked if this can be done with the existing staff, Director DiPasquale responded that the program can be accommodated with existing staff and the two Quality Assurance Inspectors in our UFPO program.

NYSERDA – An application for reimbursement for replacement of the Treatment plant's EAS pump's VFD was applied for by Technical Supervisor William Hartman and was successful. The check for \$1,250 was received and covered the cost of the VFD that was installed by SCSD's personnel.

DEDICATIONS: None

ATTORNEY REPORT: None

TOURS: Four days this week Skidmore students are visiting the Plant relative to their Environmental Science studies. The Senior Class from Burnt Hills Ballston Lake High School's Environmental Studies Program is scheduled as is a Boy Scout Troop. Tours have previously been a part of Saratoga County Sewer District's outreach program but during the past years of Plant Construction tours have been limited due to safety concerns.

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Doyle stated that the preliminary design will be completed by the end of this year. Commissioner Crowley attended the RFP review meeting on Tuesday March 15, 2011 but was unable to make the interview process on Friday March 18, 2011. However, he contributed to the Committee’s decision by phone.

SEWER DISTRICT COUNTY WIDE COMMITTEE – Commissioner Nelson stated that a second letter prepared by the County Attorney was sent out last week to the Town Supervisors that are not entirely within the Sewer District, requesting a response by April 30, 2011. Chairman Davis mentioned that the Town of Clifton Park requested attendance of himself and Jim DiPasquale at the Town Board Meeting on April 4, 2011 to discuss details.

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

NEXT COMMISSION MEETING
Wednesday, April 27, 2011
3:00 P.M. at Treatment Plant