

APPROVED MINUTES

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

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

COMMISSIONERS EXCUSED: Cannon

ALSO PRESENT: James DiPasquale, Executive Director; Linda MacNeal, Administrative Assistant; Susan Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Collection System Manager Robert Wilcox, Assistant County Attorney; Ryan Moore, Management Specialist; Michael O’Brien, Town of Clifton Park; Geoffrey Brooks, Heritage Builders Group; Stephen Williams, *Daily Gazette*.

PUBLIC COMMENT – None

CHAIRMAN’S COMMENTS – Each Commissioner received a resume from Chad Cooke, Executive Director, who will be replacing retiring Executive Director James DiPasquale. Mr. Cooke will begin on 11/14/11 as Deputy Director, a temporary employee until 1/1/12 when he will assume the position of Executive Director of the Sewer District.

A reminder that the next meeting on November 9, 2011 will be at 9:15 AM at the County Offices in Ballston Spa after the Public Hearing of the rates in the Supervisors Chambers at 9:00 AM .

Commissioner Crowley who has served on the Sewer Commission for 18 years will be leaving the commission as of December 31, 2011; his knowledge and contributions will be missed.

Chairman Davis welcomed Ryan Moore representing the County Administrator’s office.

APPROVAL OF MINUTES of September 21, 2011. *Commissioner Nelson made the motion to approve the minutes of September 21, 2011. Commissioner Doyle seconded the motion. No discussion; 8Ayes, 0 Nays. The minutes of September 21, 2011 was approved.*

2012 SCALE OF CHARGES - Approval of publication for the proposed rates for 2012 and scheduling the Public Hearing for 9:00 A.M, November 9, 2011 in the Board of Supervisors Chambers. Executive Director, Jim DiPasquale announced that there are no changes in the user rates this year. *Commissioner Doyle made the motion to approve publication of the proposed Scale of Charges for 2012 and schedule the Public Hearing at 9:00 A.M. on 11/9/11at the Board of Supervisors Chambers in Ballston Spa, Commissioner Crowley seconded the motion. No discussion. The motion for approval of publication of the proposed Scale of Charge and scheduling of the Public Hearing at 9:00 A.M November 9, 2011in Ballston Spa passed unanimously.*

TREATMENT PLANT EXPANSION – Progress update of the construction contracts:

Gross Electric work is completed; formal As-Built drawings will be forwarded this week.

J& K work is completed; a Change Order for a reduction in the contract by \$1,635.97 is proposed. *Commissioner Doyle made the motion to approve the Change Order for –\$ 1,635.97 reducing the original contract of \$1,137,000.00 to \$1,135,364.03. Commissioner Lowenstein seconded the motion. No discussion. The motion reducing J&K Plumbing Contract to \$1,135,364.03 a reduction of \$1,635.97 passed: 8 Ayes, 0 Nays.*

Jett Industries has miscellaneous issues; two major areas are; the primary clarifiers need to be rechecked for alignment & bearings replaced and there is a vibration issue at certain frequencies on the influent pumps #2 and #5. Several issues with SCADA and other minor miscellaneous items are being addressed.

CAPITAL PROJECTS FOR UPGRADES:

2010 CAPITAL PROJECTS

Pipevision – Relining and site restoration is complete, all that is remaining is the final bill from the Railroads for inspection services. A deduct change order for Pipevision and an increase Change Order for EDP in the amount of \$14,642.16 to compensate for additional inspection time due to relining issues in one run. *Commissioner Doyle made the motion for a Change Order reducing Pipevision’s Contract by \$14,642.16; from \$993,412 to \$978,769.84. An increase Change Order of \$14,642.16 for EDP needs to be sent to the Board of Supervisors for approval. Commissioner Rinaldi seconded the motion. No discussion. The motion to reduce Pipevision contract by \$14,642.16 and forward a recommendation to the Board of Supervisors to increase the Consultant EDP’s contract \$14,642.16 from \$78,000 to \$92,642.16 as Change Orders passed: 8 Ayes, 0 Nays.*

CK & Kashmiri Upgrades in the Town of Clifton Park – Carver and Stilsing are the contractors, EDP is the consultant; construction is underway at both stations. Site restoration is ongoing at Kashmiri; the CK station is in bypass mode. During the process of connecting the CK bypass system there was a problem with our existing 10” isolation valve for the force main, approval was granted to replace the valve to avoid delays. *A motion for a change order for Carver in the amount of \$9,772.40 for installing a 10 inch line stop and valve in the CK force main to replace the existing valve was made by Commissioner Doyle. Commissioner Nelson seconded the motion. Commissioner Doyle suggested that in the future when upgrading pump stations with old valves, replacement should be considered in the proposal. The motion to approve a Change Order for Carver in the amount of \$9,772.40 passed; 8 Ayes, 0 Nays.*

2011 CAPITAL PROJECTS –

Mc Donald Engineering – Saratoga Lake, 4 & 32; Project status report, field inspections are scheduled. T.V. inspection of the lines is underway, draft easement documents have been forwarded to the County Attorney’s office for review. Information from a status review meeting held before the Commission meeting. At the 1:30 meeting with McDonald attended by Commissioners; Davis, Bold, Doyle and Director Jim DiPasquale and Collection Manager Grant Eaton a presentation of both projects and discussion was held. Commissioner Doyle stated that they reviewed the two projects and the original schedule is still on time with the exception of some easements and maps for Routes 4 & 32. McDonald Engineering will be providing

efforts necessary to acquire the easements. Bids are scheduled to be advertised in January 2012. Construction is anticipated to begin in 2012 possibly carrying over into 2013.

Saratoga County Sewer District Northern Treatment Plant Project – Delaware Engineering has been gathering flow data related to the project. A meeting with Delaware, Commissioners and Chairman of the Board of Supervisors, Tom Wood, will be scheduled for presentation of the report.

Incinerator upgrade– Delaware is preparing bid specifications for advertisement of the Incinerator upgrade. It is anticipated the Bid specifications will be released in the next two weeks with responses back in early December. The specifications in addition to the upgrades presented in the RFP from the 2007 evaluation include improvements identified upon a detailed inspection of the incinerator and will include replacement of the heat exchanger that failed in September requiring offsite disposal of sludge until 10/17/11. Director DiPasquale extended his thanks to the County Administrator’s Office for their help in making adjustments to the budget to cover the costs of the emergency repair for the incinerator. The final figures have not been received but it is estimated the cost was between \$200,000 to 250,000 for hauling sludge off-site. Director DiPasquale also would like to mention his appreciation to Delaware Engineering and Chavond Berry for their multiple visits and advice during the emergency. The staff will “baby” the incinerator until the upgrades can be completed.

Milton Pump Station Emergency Generator replacement bid – Bids were received on October 12, 2011. Six (6) bids were received ranging from \$304,957 to \$474,000. Recommendation is to award the contract to the low bidder, Stilsing Electric for \$304,957. *Commissioner Doyle made the motion to forward a recommendation to the Board of Supervisors to award the contract for the generator replacement to Stilsing Engineering for \$304,957.00. Commissioner Nelson seconded the motion. This generator was originally put in service in 1977 and experienced damage during the lighting strike and fire at the Pump Station in 2008. Chairman Davis questioned the disparity in the bids. Director DiPasquale stated that the second lowest bid was for \$367,000 indicating that Stilsing’s bid was reasonable. Commissioner Doyle stated that the Sewer District has worked with Stilsing in the past and currently on the Kashmir and CK pump station upgrades; their work has been very satisfactory. The motion to forward a recommendation to the Board of Supervisors to award the contract for the emergency generator for Milton Pump Station to Stilsing Electric for \$304,957.00 passed; 8 Ayes, 0 Nays.*

COLLECTION SYSTEM INFORMATION:

GLOBAL FOUNDRIES DISCHARGE PERMIT - Flow data is being received on the District’s SCADA system. The ADF for September was 1.34 mgd. The flow data for October has averaged 1.7 mgd.

ROUTE 50 PUMP STATION – The WWSA has released the pump station upgrade for bid. Bids are due 11/4/11, with a 120 day completion date. Wilton Water Sewer Authority has graciously offered to upgrade SCSD’s Pump station at Exit 15 on New Country Way with sewer fees they have collected for the area. WWSA has closely worked with SCSD on specifications for the upgrade.

LUTHER FOREST TRUNK SEWER - A flow test of the line occurred on 10/29/11; with a flow rate of approximately 4 mgd, which is 40% of the design capacity. This was attended by Director Jim DiPasquale, Collection Manager Grant Eaton, representatives of Luther Forest Technology Campus and the Consultant C.T. Male. C. T. Male has submitted a recommendation for modifying MH#6 at the intersection of Farley Road and Route 67. Commissioner Doyle stated that during construction the contractor made changes in the area of MH #6 that had not been reviewed by the Sewer District and that any deficiencies in the system should be corrected before the Sewer District considers accepting dedication of the line. Director Jim DiPasquale asked for review comments from Commissioners Doyle, Lowenstein and Ostapczuk prior to

responding to C.T. Male's recommendation. Assistant County Attorney Bob Wilcox strongly suggested that the line needs to be working to the Sewer District's satisfaction before accepting dedication of the line.

ATTORNEY REPORT: Assistant County Attorney Bob Wilcox will investigate the information from the letter he received today on adjacent property south of the Sewer District's Treatment Plant.

DEDICATIONS:

TOWN OF CLIFTON PARK – Line is located in the Town of Malta from SCSD's line on Curry Road up to Round Lake Road and ending in the vicinity of Malta Mall in the vicinity of Raylinsky Road. This was previously owned by C.K. Sanitary. Upgrading of this line has been in process for a number of years. Mike O'Brien, Town of Clifton Park acquired maintenance of this line when abandoned by C.K. Sanitary through an inter-municipal agreement with the Town of Malta. Portions of the line were upgraded in conjunction with the NYS DOT Exit 11 Bypass project. Portions were also upgraded by Developers interested in developing projects in Round Lake and portions upgraded by the Town of Clifton Park. Developer Geoff Brooks has also upgraded portions of this line which his development Timber Creek will discharge to. The line consists of 14 manholes, 1,100 feet of 12" sewer line and 2,750 feet of 10" gravity sewer line. Mike O'Brien of Clifton Park Sewer Authority was instrumental in coordinating efforts to complete upgrades to Saratoga County Sewer District Standards for dedication. *Commissioner Loewenstein made the motion to accept dedication of gravity sewer on Round Lake Road between Malta Mall and the interceptor line in the Town of Malta. Commissioner Crowley seconded the motion. Commissioner Doyle thanked the numerous parties involved over this long period of time involved. Resolution 09-2011, dedication of the gravity sewer line on Round Lake Road from the Town of Clifton Park consisting of 14 manholes, 1,100 feet of 12" sewer line and 2,750 feet of 10" gravity sewer line, conditional on receipt of revised Town Board Resolution including signed easement passed; 8 Ayes, 0 Nays.*

TIMBER CREEK – Town of Ballston – Heritage Builders Group, LLC constructing a 99 lot subdivision off Round Lake Road known as Timber Creek requests dedication of sewer lines and a Pump Station discharging to a gravity sewer line on Round Lake Road. Heritage Builders Group in addition to contributing to the upgraded line on Round Lake Road also installed a second 6" sewer line from the Town of Ballston to the upgraded line on Round Lake Road to provide for future development. *Commissioner Doyle made the motion to accept dedication from Heritage Builders Group, LLC of Timber Creek, including a Pump Station on condition of receipt of warranty. Commissioner Loewenstein seconded the motion. No discussion. Resolution 10-2011, dedication of Timber Creek Preserve consisting of 5,200 ft. of 8" gravity, 3,200 feet of 6" force main and 34 manholes and a Pump Station conditional on receipt of the original signed Assignment of Warranties and corporate resolution of authority passed: 8 Ayes, 0 Nays.*

ELLSWORTH COMMONS – Town of Malta – Sewer lines and Pump Station discharging to a force main on Route 9 involves two entities in the dedication process. This property is located off Route 9 in the Town of Malta north of Dunning Road and across from the Town of Malta's Offices.

Ellsworth Brownstone LLC requests dedication of the residential portion of Ellsworth Commons consisting of 700 ft of 8" gravity lines, and 5 manholes. *Commissioner Bold made the motion to accept dedication from Ellsworth Brownstone LLC, Commissioner Rinaldi seconded the motion. No discussion. Resolution 11-2011 dedicating from Ellsworth Brownstone LLC a residential portion consisting of 700 ft. of 8" gravity, and 5 manholes passed; 8 Ayes, 0 Nays.*

Ellsworth Partners, LLC requests dedication of the residential/commercial portion of Ellsworth Commons consisting of 220 ft of 8” gravity sewer, 500 ft. of 6” force main and a Pump Station. *Commissioner Loewenstein made the motion to accept dedication from Ellsworth Partners, LLC consisting of 220 ft. of 8” gravity sewer, 500 ft. of 6” force main and a Pump Station conditional on approval from the Department of Housing and Urban Development. Commissioner Doyle seconded. Discussion included the technical legal details for acquiring the paperwork from HUD. Resolution 12-2011 dedicating the residential/commercial portion of Ellsworth Commons consisting of 220 feet of 8” gravity sewer, 500 ft of 6” force main and a pump station conditional on receipt of signed subordination agreements from the Department of Housing and Urban Development passed; 8 Ayes, 0 Nays.*

COMMITTEES:

FUTURE PLANT #2 COMMITTEE - Commissioner Crowley would like Ed Hernandez from Delaware to meet with the Commission at the 11/9/11 meeting.

ENGINEERING COMMITTEE – Commissioner Doyle stated everything of concern has been covered earlier.

SEWER DISTRICT COUNTY WIDE COMMITTEE – Commissioner Nelson- By resolution, the Board of Supervisors have directed SCSD to prepare maps, plans, report and a SEQRA determination. A RFP for a Consultant to prepare the necessary documents is being prepared. Director Jim DiPasquale stated he will work on this with the Deputy Director Chad Cooke when he begins with the Sewer District in November.

EXECUTIVE DIRECTOR JIM DIPASQUALE - Accolades should be given to Chief Operator Sue Duff and Assistant Chief Operator Jim Bolduc for maintaining stability in the process of the Treatment Plant including during the 59mdg peak flow. The process is running the best it has been in the last 5 years.

A motion to adjourn the meeting was made by Commissioner Doyle and seconded by Commissioner Nelson. No discussion. The motion passed.

NEXT COMMISSION MEETING
Wednesday, November 9, 2011
9:15 A.M. at the County Complex following the Public Hearing at 9:00 A.M.