

**APPROVED MINUTES**

**SARATOGA COUNTY SEWER COMMISSION No. 1  
MINUTES OF JANUARY 23, 2013  
3:00 PM at the Treatment Plant**

**COMMISSIONERS PRESENT:** Davis, Cannon, Doyle, Loewenstein, Marshall, Howe, Ostapczuk and Rinaldi

**COMMISSIONERS EXCUSED:** Bold

**ALSO PRESENT:** Chad M. Cooke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Maintenance Manager; Robert Wilcox, Assistant County Attorney; Ryan Moore, Management Specialist; Ed M. Hernandez P.E., Delaware Engineering; Stephen Williams, *Daily Gazette*; Harold Wessel, *The Express*; Bruce Boivin for public comment

**PUBLIC COMMENT:** Bruce Boivin expressed his concern for three (3) properties on Clifton Park Center Road. He requested that the SCSD No. 1 take over the upkeep and maintenance of two (2) grinder pumps for properties 601, 603 and 605 Clifton Park Center Road. He stated that two (2) of the three (3) owners live at the properties and one (1) has been uncooperative by not reporting when there is a pump failure. This has created problems with back flow and sanitary issues which resulted in having to replace the two (2) grinder pumps. Chairman Davis stated that if the Commission decided to accept dedication of the grinder pumps, the entire system would need to be brought up to the Sewer District’s standards. Grant Eaton, Maintenance Manager, indicated that, historically, SCSD No. 1 has not taken over any inside or outside private grinder pumps.

Chairman Davis informed Mr. Boivin that his request would be turned over to the Sewer Commission and he would be contacted in 90 days. Commissioner Doyle requested documentation on maintenance for the previous five (5) years and replacement for the two (2) grinder pumps.

**CHAIRMAN’S COMMENTS:** Chairman Davis welcomed Wayne A. Howe, Town of Milton as the new Commissioner and thanked him for his willingness to serve. Commissioner Howe is replacing Rose Nelson. Chairman Davis publicly thanked Commissioner Nelson for her five (5) years of service as a Commissioner at the Sewer District.

Chairman Davis informed the Commission that he has resigned from the NYS Engineering Board after 31 years of service. He served 10 years active and the last 21years for hearings.

**APPROVAL OF MINUTES of December 19, 2012.** *Commissioner Doyle made the motion to approve the minutes of December 19, 2012. Commissioner Rinaldi seconded the motion. No discussion. The minutes of December 19, 2012 were approved. 8 Ayes, 0 Nays.*

## **2011 CAPITAL PROJECTS:**

**McDonald Engineering** – Saratoga Lake and 4 & 32. Executive Director Cooke reported that a project meeting was held on January 22 with McDonald Engineering. The Routes 4 & 32 portion of the project is approximately 25% complete. There have been no complaints from residents on Routes 4 & 32. Calls being received are inquiries on when they will be able to connect. Attorney Wilcox continues to work on obtaining signatures for the easements and currently there are approximately six (6) remaining. Grinder pump work has started in the Silver Beach area. Excavation has started at some of the pump stations and generator pads are being put in place. Stations #7 and #8 are scheduled to be up and running by May 31, 2013.

Kingsley's intent to purchase Flygt pumps has recently been submitted and we are waiting for submittals to be sent to McDonald Engineering for review. Commissioner Doyle reported that a meeting was held on January 11, 2013 with McDonald Engineering. McDonald Engineering submitted a request for a contract amendment for additional design work and additional construction administration and inspection services based on the contractor's schedule. Commissioner Doyle discussed approving an amendment for a portion of the additional design work totaling \$20,639, which falls within 10% of the original contract amount. The \$20,639 amendment represents all but \$10,000 that McDonald has requested as part of additional design and bid analysis work. Commissioner Doyle recommended waiting until mid summer 2013 and monitoring construction progress before discussing the request for a construction contract amendment and the remaining additional design work amendment.

**North Plant Project** – Draft reports for the North Plant, prepared by Delaware's Ed Hernandez, were handed out at last month's meeting for review and comment. Executive Director Cooke received comment from Commissioner Bold and sent it to Mr. Hernandez. He offered to send copies to any Commissioner that may not have received one at the last meeting for their review in hopes to get all comments in by the next meeting for finalization.

Mr. Hernandez gave an update on the North Plant and reported that they were working on the subdivision process in the Town of Northumberland and a Planning Board meeting is scheduled for February 11, 2013. Mr. Hernandez had several discussions with the Planning Department and it was decided that a lot line adjustment is the most appropriate method for achieving the separate lot. Mr. Hernandez suggested the Commission authorize the Executive Director to complete the lot line adjustment applications in order to submit them in advance of the February Planning Board meeting.

*Commissioner Marshall made a motion to authorize Executive Director Cooke to execute environmental paperwork associated with the North Plant on behalf of the Sewer Commission project for lot line alterations. Commissioner Doyle seconded the motion. No Discussion. Motion passed: 8 Ayes, 0 Nays.*

## **2012 CAPITAL PROJECTS:**

### **Transfer of Capital Funds from 2012 Budget to 2013 –**

*Chairman Davis made a resolution to authorize Executive Director Cooke to request a transfer of unused funds for current projects in the amount of \$3,708,101.00 from the 2012 Capital Projects budget to the 2013 Capital Projects budget. Commissioner Loewenstein seconded the motion. No Discussion. Motion passed: 8 Ayes, 0 Nays.*

**Incinerator** – Executive Director Cooke reported that the Incinerator project is moving along and it is anticipated to be temporarily complete by the end of March. Sewer District staff will operate the incinerator temporarily with the existing venturi scrubber. Once the new venturi scrubber is received, the incinerator will be shut down to remove the old venturi and put the new one in service.

Executive Director Cooke also reported that during the course of construction, there were some issues found that could not have been anticipated during the design phase. It was discovered that after removing the refractory, many of the tuyeres were broken at the connection to the orifice plate, and some cracks were found in the orifice plate that had to be ground down and re-welded. Industrial Furnace has requested an amendment in the amount of \$25,170.00 (\$75,170.00 - \$50,000.00). There is a \$50,000 allowance in the contract to cover unforeseen items and the additional work totals \$75,170.00.

*Commissioner Doyle made a motion to approve Amendment No.1 in the amount of \$25,170.00 with Industrial Furnace Company, Inc. for additional services and materials required associated with the wastewater treatment plant incinerator project. Commissioner Ostapczuk seconded the motion. Discussion involved suggesting leaving \$15,000.00 in the allowance to cover additional minor changes and adding an additional \$15,000.00 to the requested amendment from Industrial Furnace. Based on this discussion, the Commission decided to make a new motion to change the amount of Amendment No. 1 to \$40,170.00.*

*Commissioner Loewenstein made a motion to change Amendment No.1 to \$40,170.00 with Industrial Furnace Company, Inc. for additional services and materials required associated with the wastewater treatment plant incinerator project. Commissioner Ostapczuk seconded the motion. Motion passed: 8 Ayes, 0 Nays.*

**Interceptor Relining Phase IV** – Some work has started in Ballston but the bulk of the work will begin in March. The project is scheduled to be completed by May 2013. Executive Director Cooke stated that he would provide each Commissioner with a map, at the next meeting, showing what has been completed in terms of interceptor lining, what is being completed this year and what we will plan to do in the years to come.

**Non-Potable Water Pump Replacement** – There is not a lot of work going on at this time due to the long lead time for non-potable pumps. The contractor has started to mobilize some equipment and more work is expected to be completed toward the end of March. This project is scheduled for completion in mid May 2013.

**Pump Station Radio Upgrades** – Cellular phone based radios have recently been installed in all of the pump stations. As part of the project, the contractor has paid the first year of service to Mission Communications to monitor the system. Mission Communications accepts alarms and contacts us to let us know of alarms at any of the SCSD No.1 pump stations. Executive Director Cooke stated that a contract will be required in order for the District to renew the annual service with Mission Communications.

*Commissioner Doyle made a motion to establish a new unit based contract with Mission Communications to present to the Board of Supervisors for a yearly per unit price contract for cellular phone based radios associated with the Pump Station Radio Upgrades. Commissioner Rinaldi seconded the motion. No Discussion. Motion passed: 7 Ayes, 0 Nays.*

### **2013 CAPITAL PROJECTS:**

**Milton Pump Station Upgrade & Thickeners RFP** – A proposal request was recently sent out for the Milton Pump Station Upgrade that included thickener work at the treatment plant.

As part of the treatment plant's sludge operations, the District maintains sludge thickeners. The sludge thickeners are an integral part of the process and are responsible for preparing sludge for the incineration process. The sludge thickeners are original to the plant when it was constructed in the late 70's. In late 2012, one of the thickeners broke down and staff at the plant recently completed a repair. The repair is temporary in nature as the equipment has surpassed its intended service life.

As a result of the current marginal condition of the thickeners and the long lead times associated with replacement, Commissioner Doyle discussed the possibility removing the thickener work from the RFP, declaring an emergency and recommending that Delaware Engineering's current contract for the sludge incinerator work be amended in the amount of \$83,600 in order for Delaware to begin work immediately on designing replacement thickener units. In the event that the thickeners became unrepairable, the District could realize potential plant upsets due to modifying our treatment process or the possibility of hundreds of thousands of dollars in fees to transport liquid sludge until the thickeners could be replaced.

Commissioner Doyle indicated that Delaware Engineering is very familiar with our operations, is already currently working on-site, and the work associated with the thickeners is integral to their work on the incinerator. Commissioner Doyle also indicated that this would save the County time and money in the long run.

*Commissioner Doyle made a motion to declare an emergency and recommend a contract amendment for Delaware Engineering in the amount of \$83,600.00 in order to complete the engineering work associated with thickener unit replacements. Commissioner Loewenstein seconded the motion. Discussion involved whether to amend the original proposal or create a new contract. It was decided that an amendment to Delaware's current contract was the appropriate procedure. Motion passed: 7 Ayes, 0 Nays.*

**ATTORNEY REPORT:** Assistant County Attorney Wilcox talked about the new SEQRA guidelines for completing the new EAF short and long forms. He stated that the forms are going to be substantially amended and the two (2) page short form will become a four (4) page form with a 113 page instruction booklet for filling out the form. The new long form is 13 pages long and will include new items such as global warming. The new forms should be online by April 1, 2013.

Chairman Davis stated that Luther Forest Tech Park was going to be dissolving their corporation shortly and want the SCSD No. 1 to take over the trunk sewer that was installed as part of the Global Foundries project. He has been in contact with the County Attorney's office to see how to accomplish this dedication. Typically the Sewer District does not accept dedication unless a surety bond is provided for one (1) year. Executive Director Cooke addressed the possibility of accepting this line without the need for the bond, keeping in mind that the sewer district has been accepting revenue from Global Foundries for the past two (2) years based on the flow through this trunk sewer. The District has not been alerted to any issues with the trunk sewer and feels comfortable with the integrity of the system. It was discussed that the Commission would consider dedication at February's meeting.

Attorney Wilcox discussed the adoption of Determination and Findings Synopsis of the Saratoga County Sewer District concerning the acquisition by eminent domain. Each Commissioner was provided a copy for review and approval. With its adoption, the Board directed that this Synopsis of its Determination and Findings be published in accordance with EDPL Section 204.

*Commissioner Doyle made a motion to approve the Determination and Findings Synopsis of the Saratoga County Sewer District concerning the acquisition by eminent domain and that the Synopsis of its Determination and Findings be published in accordance with EDPL Section 204. Commissioner Loewenstein seconded the motion. No discussion. Motion passed: 5 Ayes, 1 Abstain, and 0 Nays*

## **DEDICATIONS:**

**Stonebridge PUD** – Traditional Builders, LTD & Stonebridge Enclave, LLC requests dedication of sanitary sewer infrastructure as part of the Stonebridge Subdivision in the Town of Ballston. *The motion to accept dedication of sanitary sewer infrastructure as part of the Stonebridge Subdivision in the Town of Ballston from Traditional Builders LTD & Stonebridge Enclave, LLC consisting of a pump station, 43 manholes, 5,200 ft of 8 inch PVC gravity sewer main and 2,700 ft of 8 inch PVC force main was made by Commissioner Doyle and seconded by commissioner Cannon. No discussion. Resolution 24-2013 accepting dedication of Stonebridge Subdivision in the Town of Ballston consisting of a pump station, 43 manholes, 5,200 ft of 8 inch PVC gravity sewer main and 2,700 ft of 8 inch PVC force main passed: 7 Ayes, 0 Nays.*

**Firehouse Road Associates** – Firehouse Road Associates, LLC requests dedication of sanitary sewer infrastructure as part of Firehouse Road commercial properties including, but not limited to, the Chili's Restaurant in the Town of Clifton Park. *The motion to accept dedication of sanitary sewer infrastructure as part of Firehouse Road commercial properties including, but not limited to, the Chili's Restaurant in the Town of Clifton Park from Firehouse Road Associates, LLC consisting of 3 manholes and 370 ft of 8 inch gravity sewer main was made by Commissioner Loewenstein and seconded by commissioner Doyle. No discussion. Resolution 22-2013 accepting dedication of Firehouse Road Associates in the Town of Clifton Park consisting of 3 manholes and 370 ft of 8 inch gravity sewer main passed: 7 Ayes, 0 Nays.*

**Swatling Falls Subdivision** – Backowski Homes, LLC requests dedication of sanitary sewer infrastructure as part of the Swatling Falls Subdivision in the Town of Halfmoon. *The motion to accept dedication of sanitary sewer infrastructure as part of the Swatling Falls Subdivision in the Town of Halfmoon from Backowski Holmes, LLC consisting of a pump station, 49 manholes, 6,900 ft of 8 inch PVC force main and 1,050 ft of 8 inch HDPE force main in the Town of Halfmoon, conditioned upon completion of all alarm points with Mission Communications, delivery and installation of manual switch gear for a standby generator, receipt of a successful pump start-up report from Smith and Loveless, receipt of all easement documentation satisfactory to the County Attorney's office, and a signed letter from the applicant acknowledging the need to pave the pump station lot as soon as practicable and the need to install a generator upon completion of the 25<sup>th</sup> home was made by Commissioner Doyle and seconded by Commissioner Marshall. Discussion involved whether or not the Town was issuing Certificates of Occupancy (C.O.) for new homes. Director Cooke indicated that based on discussions with Steffen Buck, Town of Halfmoon Code Enforcement, no C.O.'s are being issued until the Commission officially takes dedication. Resolution 23-2013 accepting dedication of sanitary sewer infrastructure as part of the Swatling Falls Subdivision in the Town of Halfmoon from Backowski Holmes, LLC consisting of a pump station, 49 manholes, 6,900 ft of 8 inch PVC force main and 1,050 ft of 8 inch HDPE force main passed: 7 Ayes, 0 Nays.*

## **COMMITTEES:**

**FUTURE PLANT #2 COMMITTEE** – Commissioner Ostapczuk

**ENGINEERING COMMITTEE** – Commissioner Doyle

*A motion to adjourn the meeting was made by Commissioner Cannon and seconded by Commissioner Loewenstein. No discussion. The motion passed.*

**NEXT COMMISSION MEETING**

**Wednesday, February 27, 2013  
3:00 P.M. at the Treatment Plant**