

UNAPPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF MARCH 26, 2014 3:00 PM at the Treatment Plant

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

COMMISSIONERS EXCUSED: Ostapczuk

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; Spencer Hellwig, County Administrator; Ed M. Hernandez P.E., Delaware Engineering; Anthony and John Fortune, Fortune Construction Company.

PUBLIC COMMENT: Anthony Fortune with Fortune Construction Company addressed the Commission regarding two (2) buildings he owns in the City of Mechanicville. Mr. Fortune requested to have the sewer disconnected from these two (2) buildings as they are vacant and water has not been used for the past 1.5 years. He also requested to be reimbursed for sewer charges he incurred during this time.

Chairman Davis stated that he would have SCSD staff investigate the situation and respond back to him within sixty (60) days.

CHAIRMAN'S COMMENTS: None

APPROVAL OF MINUTES of February 26, 2014. *Commissioner Doyle made the motion to approve the minutes of February 26, 2014. Commissioner Rinaldi seconded the motion. No discussion. The minutes of February 26, 2014 were approved. 6 Ayes, 3 Absent, 0 Nays.*

2011 CAPITAL PROJECTS:

McDonald Engineering – Saratoga Lake and 4&32. A monthly status meeting was held with the contractor on March 18, 2014. The 4&32 portion of the project is complete and the Saratoga Lake portion is 79% complete. Substantial Completion is scheduled for June 30, 2014. McDonald Engineering has requested a contract amendment for additional services including additional funds for design (\$10,639.00), funds for construction (\$199,361.00), and reserve funds for litigation/negotiations as needed (\$30,000.00). The total amount of the amendment is \$240,000.00.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to approve McDonald Engineering's contract amendment in amount of \$240,000.00 for additional funds for design, construction and reserve funds for litigation/negotiation as needed to complete the project. The contract amendment would amend the current contract amount of \$867,874.68 to \$1,107,874.68. Commissioner Bold seconded the motion. Discussion involved a summarization of meetings that have been held with McDonald

Engineering, changes in the scope of work, cost estimates, justification for the increase of funds and McDonald's commitment to Substantial Completion of the project by June 30, 2014. Motion passed: 7 Ayes, 1 Nays, 1 Absent.

2013 CAPITAL PROJECTS:

Sludge Thickener – The incinerator was shut down this week to facilitate some work that the contractor needed to complete associated with the project. As part of the shutdown, staff was able to open the windbox and check the sand situation to see if there had been any more sand loss since previously discussed. It appears that the addition of stone above the tuyeres has addressed the sand loss issue for the most part as there was very little sand found in the windbox after five (5) months of operation. Executive Director Cooke said we seem to be on the right track and the incinerator will be started back up tomorrow after the contractor finishes work. The project is scheduled for completion in July.

2014 CAPITAL PROJECTS:

Milton Pump Station Upgrade – The consultant, EDP, is making final modifications to the bid package to reflect the Sewer District's recent standardization with Flygt pumps. The project is anticipated to go out to bid mid April.

Main Sewage Pumps VFD Replacement – The new VFD's have been delivered to the plant and the contractor anticipates one (1) day of installation within the next couple of weeks.

Interceptor Phase V – Six (6) proposals were received from qualifying engineering consultants on March 20, 2014 with fees ranging from \$40,000.00 – \$71,000.00. Environmental Design Partnership (EDP) was the low bidder and their proposal met the requirements of the RFP.

Commissioner Doyle made a motion to approve the contract award to EDP in the amount of \$40,000.00 for the next phase of Interceptor Relining Phase V. Commissioner Bold seconded the motion. No discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays

Treatment Plant Upgrades – RFP's were issued for replacement of Bar Screen No. 1, replacement of the plant odor control system, and replacement of the four (4) sludge storage tank mixers. The RFP's are due back mid April before the next Commission meeting.

MISCELLANEOUS

Maintenance Personnel – Differential pay for 2nd shift maintenance employees. Executive Director Cooke informed the Commission that second shift maintenance employees would be receiving differential pay. The Sewer District created a second maintenance shift back in June of 2012. There are five (5) employees currently working this shift and the hours are 3:30 p.m. to 12 a.m. As part of recent negotiations with CSEA, it was agreed that maintenance employees working this second shift would receive a five percent (5%) shift differential and it would be retroactive to the employee's start date on this shift. The budget impact is approximately \$20,000.00 and Executive Director Cooke stated that there were enough funds in the budget to cover the differential pay.

ATTORNEY REPORT:

Attorney Wilcox reported that monies for the Ambrozak Estate have been tendered and closing documents are in process. He has been working with Executive Director Cooke on a few odds and ends along with some operational questions, but other than that there was nothing more to report.

DEDICATIONS: None

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Bold

ENGINEERING COMMITTEE – Commissioner Doyle

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

**NEXT COMMISSION MEETING
Wednesday, April 23, 2014
3:00 P.M. at the Treatment Plant**