

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF JUNE 25, 2014
3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Bold, Cannon, Doyle, Howe, Marshall, Ostapczuk and Rinaldi

COMMISSIONERS EXCUSED: Davis and Loewenstein

ALSO PRESENT: Chad M. Cooke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Grant Eaton, Maintenance Manager; Robert Wilcox, Assistant County Attorney; Spencer Hellwig, County Administrator; Dan Rourke P.E., Delaware Engineering and John Bablin for public comment.

PUBLIC COMMENT: John Bablin addressed the Commission regarding a grinder pump replacement at his residence in Malta. He stated that he sent a letter to the Sewer Commission and asked that it be read into the minutes. Commissioner Bold stated that his letter would be filed with the minutes and he referred the issue to the Engineering Committee. Commissioner Bold asked that the staff and the Engineering Committee look into the issue and make a recommendation.

CHAIRMAN’S COMMENTS: Commissioner Bold stated that he was filling in for Chairman Davis.

APPROVAL OF MINUTES of May 28, 2014. *Commissioner Rinaldi made the motion to approve the minutes of May 28, 2014. Commissioner Marshall seconded the motion. No discussion. The minutes of May 28, 2014 were approved. 5 Ayes, 4 Absent, 0 Nays.*

2011 CAPITAL PROJECTS:

McDonald Engineering – Saratoga Lake and 4&32. Executive Director Cooke reported that weekly meetings are now being held with the contractor until the project is complete. The project is still scheduled for substantial completion by June 30, 2014 for all pump stations and pipe work with the exception of some recent changes due to a pipe under Route 9P as discussed at last month’s meeting. The contractor was unable to remove the 8” pipe and replace it with a 15’ pipe due to a concrete filled sleeve within the piping so it will stay in place and continue to service the few homes that are currently connected. Executive Director Cooke stated that the contractor will be installing some additional gravity sewer down the south side of Route 9P to redirect the flow and that portion of work is expected to be complete by mid July along with some punch list items and restoration work.

2013 CAPITAL PROJECTS:

Sludge Thickener – The project is going well and is slated for completion in late July. The second gravity belt is scheduled for start up next week and there will be some additional pump replacement work to follow.

Our consultant, Delaware Engineering, has requested a contract amendment in the amount of \$21,250 to cover an additional 250 hours of inspection time for inspection and construction administration services. Delaware's original contract included 160 hours of inspection. The original inspection time estimate was provided prior to the contractor's construction schedule. Dan Rourke, Project Engineer, stated that due to some additional equipment replacements and an underperforming contractor, additional inspection services were necessary. The project is 80% complete and he assured the Commission that there will be no further amendment requests. Executive Director Cooke added that during the design phase it was determined that the sludge transfer pumps, chemical feed systems and sludge conveyors should all be replaced and Delaware designed replacements at no additional cost.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to approve Delaware Engineering's contract amendment in the amount of \$21,250.00 to cover 250 additional inspection hours for construction administration and inspection services to complete the project. The contract amendment would amend the current contract amount of \$374,475.00 to \$395,725. Commissioner Howe seconded the motion. Discussion involved the original contract, amendments to the contract and justification for the increase of scope and inspection hours. Motion passed: 7 Ayes, 0 Nays, 2 Absent.

2014 CAPITAL PROJECTS:

Milton Pump Station Upgrade – At last month's meeting it was discussed that there were no bids received for HVAC and plumbing. The project was rebid in an effort to reach out to more contractors. Executive Director Cooke indicated that a mandatory bid meeting was held but no HVAC and plumbing contractors attended so an addendum was issued to general contractors to supply costs for the HVAC and plumbing work. Two (2) bids for Contract No. 1 (General Construction) were received. A bid from J. Squared Construction was for a total of \$1,738,000. Two (2) bids for Contract No. 2 (electrical) were received. A bid from Stilsing Electric was for a total of \$222,735.00.

Executive Director Cooke stated that SCS D has budgeted \$2.3M. Our consultant, EDP, estimated the project costs at approximately \$2.2M. The total project cost, utilizing the low bidders and the purchase of pumps and controls through Flygt is approximately \$2.46M. Executive Director Cooke indicated that our current budget provides for approximately 93% of the anticipated costs for 2014. Additional funds necessary will be budgeted in 2015. The project is scheduled to be completed in May 2015.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to award Contract No. 1 (General Construction) to J. Squared Construction Corp. in the amount of \$1,738,000.00 for the Milton Pump Station upgrade project. Commissioner Marshall seconded the motion. No Discussion. Motion passed: 7 Ayes, 2 Absent, 0 Nays

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to award Contract No. 2 (Electrical) to Stilsing Electric in the amount of \$222,735.00 for the Milton Pump Station upgrade project. Commissioner Ostapczuk seconded the motion. No Discussion. Motion passed: 7 Ayes, 2 Absent, 0 Nays

Interceptor Phase V – Our consultant Environmental Design Partnership, LLC (EDP) is currently preparing contract documents. The project is anticipated to go out to bid next month.

Treatment Plant Upgrades – We recently went to contract with The MRB Group for upgrades here at the treatment plant for odor control, storage tank mixers and screen replacement for bar screen #3. Contracts are currently being executed and Executive Director Cooke will report back at the next Commission meeting.

Main Sewage Pumps – O’Brien & Gere was recently awarded the contract to analyze and design the main sewage pump replacements. The Engineering Committee met with O’Brien & Gere to go over the draft report and the report is being finalized. Executive Director Cooke will report back to the Commission at next month’s meeting.

CORRESPONDENCE: Executive Director stated that the letter mentioned under public comment would be filed in the minutes.

ATTORNEY REPORT:

Attorney Wilcox stated that he had nothing to report other than two (2) dedications; both have conditions as he is awaiting original documents.

DEDICATIONS:

Arlington Heights Phase II – Town of Halfmoon – Legacy Builders, LLC requested dedication of the sanitary sewer infrastructure servicing the Arlington Heights, Phase II Subdivision in the Town of Halfmoon consisting of 12 manholes and approximately 1,428 ft of 8 inch PVC gravity sewer main. *A motion to accept dedication of the Arlington Heights, Phase II Subdivision in the Town of Halfmoon was made by Commissioner Marshall and seconded by Commissioner Rinaldi. Discussion involved the conditions needed for approval. Resolution 9-2014 accepting dedication of Arlington Heights, Phase II Subdivision consisting of 12 manholes and approximately 1,428 ft of 8 inch PVC gravity sewer main in the Town of Halfmoon conditioned upon receipt of an original, properly executed mortgage Subordination Agreement from Berkshire Bank and an original revised Letter of Credit passed: 7 Ayes, 2 Absent, 0 Nays.*

The Preserve – Town of Clifton Park – John Paul Builders, LLC requested dedication of the sanitary sewer infrastructure servicing The Preserve at Clifton Park Subdivision in the Town of Clifton Park consisting of 7 manholes, 630 ft of 3” HDPE low pressure force main and 920 ft of 2” HDPE low pressure force main. *A motion to accept dedication of The Preserve at Clifton Park Subdivision was made by Commissioner Doyle and seconded by Commissioner Marshall. Discussion involved the conditions needed for approval. Resolution 10-2014 accepting dedication of The Preserve at Clifton Park Subdivision consisting of 7 manholes, 630 ft of 3” HDPE low pressure force main and 920 ft of 2” HDPE low pressure force main in*

the Town of Clifton conditioned upon receipt of an original Engineering Certificate, receipt of As-Builts, final payment of inspection fees, original Letter of Credit from First Niagara Bank and an original UCC-3 instrument releasing lien and original Releases of Assignment of Leases and Rents and Mortgage passed: 7 Ayes, 2 Absent, 0 Nays.

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Bold

ENGINEERING COMMITTEE – Commissioner Doyle

EXECUTIVE SESSION – Personnel discussion

On a motion by Commissioner Doyle and seconded by Commissioner Cannon, the Commission moved to go into Executive Session at 3:56 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) for a Personnel discussion.

On a motion by Commissioner Doyle and seconded by Commissioner Ostapczuk, the Commission moved to go out of Executive Session at 4:40 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) and thereafter, adjourned the meeting.

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

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