

UNAPPROVED MINUTES

**SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF NOVEMBER 5, 2014
9:15 A.M. at the COUNTY OFFICES**

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

COMMISSIONERS EXCUSED: Doyle and Loewenstein

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; Stephen Williams, *Daily Gazette*.

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: None

APPROVAL OF MINUTES of October 22, 2014. *Commissioner Marshall made the motion to approve the minutes of October 22, 2014. Commissioner Howe seconded the motion. No discussion. The minutes of October 22, 2014 were approved. 7 Ayes, 2 Absent, 0 Nays.*

2015 SCALE OF CHARGES:

Commissioner Marshall made a motion to forward the proposed Scale of Charges for 2015 to the Board of Supervisors for approval. Commissioner Ostapczuk seconded the motion. No discussion. The motion for approval of the proposed Scale of Charge for 2015 as presented at the Public Hearing held at 9:00 A.M on November 5, 2014 and to be forwarded to the Board of Supervisors for approval passed: 7 Ayes, 2 Absent, 0 Nays.

2011 CAPITAL PROJECTS:

McDonald Engineering – Saratoga Lake and 4&32. Executive Director Cooke stated that Kingsley Arms has made progress with taking care of a few outstanding punch list items. However, there are a few more items that will need to be wrapped up in the Spring with regard to repaving and restoration. The Sewer District will be holding retainage funds until that work is complete.

Executive Director Cooke reported that Sewer District was recently issued a notice of claim regarding damage to a driveway and retaining wall at 539 Route 9P. The damage was caused by some settlement due to directional drilling. Kingsley Arms has been put on notice and they have contacted their directional

drilling contractor as well and both will be addressing the damage in the Spring. The property owner's engineering consultant has requested that the repair be done after a freeze/thaw cycle. SCSD District will be hold back retainage funds for those repairs and follow up with Kingsley in the Spring of 2015.

Commissioner Marshall was excused from the meeting

2014 CAPITAL PROJECTS:

Main Sewage Pumps – Seven (7) bids were received on October 30, 2014 ranging from \$104,583.00 to \$311,094.00. Our consultant, O'Brien and Gere, reviewed the bids, checked references, verified financial integrity and recommended award to the low bidder, Trinity Construction, in the amount of \$104,583.00. Saratoga County Sewer District has purchased pumps separately through Flygt and shop drawings are currently in the process of being generated for those pumps.

Commissioner Bold stated that the Engineering Committee did not review each individual proposal; however, they did listen to Sewer District staff's review as well as the consultant's recommendation and they felt it made sense.

Commissioner Bold made a motion to forward a recommendation to the Board of Supervisors to award the contract to Trinity Construction in the amount of \$104,583.00 for replacement of main sewage pumps No. 2 and No. 5. Commissioner Howe seconded the motion. Discussion involved bid prices. Commissioner Ostapczuk asked what the average bid was. Executive Director Cooke said that the average bid was approximately \$200,000.00 and same as the Engineer's Estimate. Motion passed: 6 Ayes, 3 Absent, 0 Nays.

MISCELLANEOUS:

Incinerator Alternative Study – Six (6) proposals were received on October 23, 2014 with fees ranging from \$24,000.00 - \$85,000.00 to complete the Incinerator Alternative Study. Upon review of the proposals, the Sewer District's staff agreed that the best value for the County was the proposal offered by GHD for a fee of \$42,500.00. GHD indicated that they were prepared to complete the study within three (3) months from the Notice to Proceed.

Commissioner Bold made a motion to forward a recommendation to the Board of Supervisors to award the contract to GHD in the amount of \$42,500.00. Commissioner Cannon seconded the motion. Discussion involved the importance of keeping the project moving as quickly as possible due to expensive hauling costs. Executive Director Cooke mentioned that the Sewer District went out to contract for some non-destructive testing to be done on the scrubber to determine whether or not it could be repaired. He said this would substantially shorten the lead time associated with getting the incinerator back up and running, if in fact it can be repaired as opposed to being replaced. Executive Director Cooke said he hopes to report back at the next meeting with the best alternative for repair, until the outcome of the incinerator study, which will determine our best course of action moving forward. Motion passed: 5 Ayes, 1 Abstain, 3 Absent, 0 Nays.

Aeration Tank No. 7 – At last month's meeting there was a discussion regarding some damage sustained at Aeration Tank No. 7. After further discussion, it was determined that staff would drain the tank again to inspect the ground water flapper valves. During inspection, it was found that all the flapper valves in

aeration tank no. 7 had plugs still installed in them from construction. The contractor had installed the plugs during construction and never removed them. As a result, hydrostatic pressure around the tank caused the floor to heave. Executive Director Cooke said there is video documentation of the entire inspection procedure and Jett Industries has been put on notice.

Incidentally, a meeting was held with Jett Industries on October 30, 2014 to discuss issues surrounding the main sewage pumps. Following that meeting, there was a discussion regarding the findings with aeration tank No. 7. Jett Industries immediately acknowledged responsibility and agreed to come back in the Spring to repair the damages at their cost. Executive Director Cooke had a discussion with Delaware Engineering regarding sending a letter to Jett requesting a response in writing that they are in fact taking responsibility for that repair at their cost.

Commissioner Bold asked if there were plugs found in any other tanks at the plant. Executive Director Cooke stated that plugs were also found in all the valves in tank No. 6. He said the plugs have been removed and the bottom of the tank is being cleaned out to determine if there are any cracking issues and if any issues are found Jett will be put on notice. At this point, all the tanks are being taken down slowly, one at a time and all the inspections are being documented. Commissioner Bold suggested that the inspections be extremely thorough and well documented and Executive Director Cooke stated that the Sewer District has good documentation thus far and will continue to obtain same regarding future inspections.

Commission Meeting Dates for 2015 – Chairman Davis mentioned there was a discussion with the County Administrator's office regarding changing the meeting date for the monthly Commission meetings. Executive Director Cooke indicated that changing the meetings to the beginning of the month prior to Law and Finance Committee meetings would help move recommendations and resolutions through the County process more quickly. Executive Director Cooke had a discussion with Management Analyst, Ryan Moore, about the possibility of moving the meeting date to the first Thursday of each month before the Law and Finance meetings that are generally held the 2nd Wednesday of each month. In terms of dates for next year, the following were suggested: 1/8, 2/5, 3/5, 4/9, 5/7, 6/4, 7/9, 8/6, 9/10, 10/8, 11/5 & 12/10.

Chairman Davis made a motion to recommend moving the monthly Commission meetings to the beginning of the month prior to Law and Finance Committee meetings. Commissioner Cannon seconded the motion. Discussion involved the significance of changing the meeting day from Wednesday to Thursday. County Administrator, Spencer Hellwig indicated that many County Committees meet on Tuesday's and Wednesday's which was driving the request for possibly Thursday meetings for the Sewer District. Motion passed: 6 Ayes, 3 Absent, 0 Nays.

ATTORNEY REPORT:

Attorney Wilcox said that he would like a copy of the letter that Delaware Engineering will be sending to Jett Industries regarding aeration tank no. 7, as well as any response as they would be germane to potential legal proceedings. He reported that there were no dedications for this month. He said one dedication was close but all necessary items were not complete so it will be taken at next month's meeting.

DEDICATIONS: None

COMMITTEES:

ENGINEERING COMMITTEE – Commissioner Doyle

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

**NEXT COMMISSION MEETING
Wednesday, December 17, 2014
3:00 P.M. at the Treatment Plant**