

# UNAPPROVED MINUTES

## SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF OCTOBER 6, 2016 3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Howe, Bold, Cannon, Hale, Marshall, Ostapczuk and Rinaldi

**COMMISSIONERS EXCUSED:** Doyle and Loewenstein

**ALSO PRESENT:** Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Maintenance Manager; William Bills, Assistant Maintenance Manager; Chad M. Cooke P.E., Deputy County Administrator; Robert Wilcox, Assistant County Attorney

Chairman Howe called the meeting to order and welcomed everyone in attendance.

**PLEDGE OF ALLEGIANCE:** Led by Commissioner Rinaldi

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe informed the Commission that further information has come to light with regard to the Churchill Road Sewer District. Chairman Howe said after meeting with the County Administrator's office, the County Attorney's office, the Sewer District's Executive Director as well as the Town of Halfmoon's supervisor and counsel, he felt that the Sewer District should honor the Churchill Road Sewer District agreement with cooperation from the Town moving forward on particular issues including safety and access.

### **EXECUTIVE SESSION**

*On a motion by Commissioner Marshall and seconded by Commissioner Cannon, the Commission moved to go into Executive Session at 3:04 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2)) for a discussion with Counsel regarding pending litigation regarding the 2008 plant expansion project.*

*On a motion by Commissioner Marshall and seconded by Commissioner Hale, the Commission moved to go out of Executive Session at 3:20 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2)).*

### **MISCELLANEOUS**

Assistant Maintenance Manager, William Bills, showed the Commissioners some tools and upgrades that Sewer District staff has been using. Executive Director Rourke referred to the new flat screen TV that was recently purchased. He said a fair amount of the sewer system has been mapped on Google Earth and this information is useful to clients, engineers and builders. He said it helps show an overall view of the sewer system and these tools benefit the District as a whole.

**APPROVAL OF MINUTES of August 4, 2016.** *Commissioner Marshall made a motion to approve the minutes of August 4, 2016. Commissioner Cannon seconded the motion. No discussion. The minutes of August 4, 2016 were approved. 7 Ayes, 0 Abstain, 2 Absent, 0 Nays.*

**APPROVAL OF MINUTES of September 8, 2016.** *Commissioner Cannon made a motion to approve the minutes of September 8, 2016. Commissioner Marshall seconded the motion. No discussion. The minutes of September 8, 2016 were approved. 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

## **2017 SCALE OF CHARGES**

Executive Director Rourke said typically, each year in October, the proposed scale of charges for the coming year is presented to the Commission to approve, arrange publication thereof and to schedule a public hearing. However, this year the County has scheduled a public hearing on October 12, 2016 for the purpose of considering a state property tax override. The Board of Supervisors' is expected to vote on whether or not to override the tax cap on October 18<sup>th</sup>, 2016. Executive Director Rourke said the Sewer Commission will need to hold a special meeting to approve and publish the proposed 2017 rates and schedule a public hearing. The Commission discussed possible dates and scheduled the special meeting for Tuesday, October 25, 2016 at 5:00 p.m.

*Commissioner Marshall made a motion to forward a letter to the Board of Supervisors, on behalf of the Sewer District Commission, expressing support for the tax cap override for the purpose of increasing sewer rates to ensure funding for infrastructure improvements. Commissioner Ostapczuk seconded the motion. Discussion involved the importance of rate flexibility and funding for the Sewer District's aging infrastructure. Motion passed: 7 Ayes, 2 Absent, 0 Nays*

## **2015 CAPITAL PROJECTS**

**Bar Screen No. 3 and Mixer Project** – Executive Director Rourke reported that the contractor, Stephen Miller Construction, has been onsite and doing demo work for the sludge storage tanks. He said sludge tank No. 4 is almost complete and sludge tank No. 1 is close to being completed as well.

**Bar Screen No. 1 and No. 2 Replacement** – Executive Director Rourke said construction is not slated to begin until next year. Depending on the manufacturers lead time associated with the bar screen equipment, the contractor will not be onsite and working until February of next year.

## **2016 CAPITAL PROJECTS**

**Odor Control RFP** – Six (6) proposals were received for the Odor Control RFP with fees ranging from \$82,750.00 – \$155,000.00. Executive Director Rourke provided a packet with costs for fees as well as a scoring sheet that was completed for each firm. He requested the Commission entertain a motion, based on the information provided, to award GHD Consulting Services, Inc. the contract in the amount of \$109,590.00. The Sewer District is currently under a 365 day timeline issued by New York State Department of Environmental Conservation (NYSDEC) to be back in compliance with Title V regulations and moving forward will help achieve this milestone.

*Commissioner Marshall made a motion to forward a recommendation to the Board of Supervisors to award a contract to GHD Consulting Services, Inc. for Design and Improvements to the Sewer District's Odor Control System in the amount of \$109,590.00. Commissioner Hale seconded the motion. Discussion*

*involved the importance of saving thirty (30) days time with regard to compliance issues from NYSDEC. Motion passed: 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

## **ATTORNEY REPORT**

Attorney Wilcox said there were a number of dedications on the agenda and he was comfortable moving forward with them with one (1) dedication being conditioned upon receipt on an original Letter of Credit (LOC).

## **DEDICATIONS:**

**Diamond Pointe** – Town of Clifton Park – SBDT Ventures, LLC requested dedication of the sanitary sewer infrastructure servicing the Diamond Pointe Subdivision in the Town of Clifton Park. *The motion to accept dedication of Diamond Pointe Subdivision consisting of (3) manholes and approximately 460 ft of 2” SDR-21 low pressure force main and approximately 1,000 ft of 3” DR-11 low pressure force main was made by Commissioner Hale and seconded by Commissioner Ostapczuk. No discussion. Resolution SD 14-2016 accepting dedication of Diamond Pointe Subdivision in the Town of Clifton Park passed: 7 Ayes, 2 Absent, 0 Nays.*

**Howland Park PDD Subdivision Phase II** – Town of Halfmoon – Marini Land II, Inc. requested dedication of the sanitary sewer infrastructure servicing Howland Park PDD Subdivision Phase II in the Town of Halfmoon. *The motion to accept dedication of Howland Park PDD Subdivision Phase II consisting of (8) manholes, approximately 570 ft of 8” PVC SDR-26 gravity main and approximately 1,200 ft of 2” and 3” SDR-11 low pressure force main was made by Commissioner Bold and seconded by Commissioner Hale. No discussion. Resolution SD 15-2016 accepting dedication of Howland Park PDD Subdivision Phase II in the Town of Halfmoon **conditioned upon receipt of an original Letter of Credit** passed: 7 Ayes, 2 Absent, 0 Nays.*

**Plant Road Estates Subdivision Phase I** – Town of Halfmoon – Malta Land Company, LLC requested dedication of the sanitary sewer infrastructure servicing the Plant Road Estates Subdivision Phase I in the Town of Halfmoon. *The motion to accept dedication of Plant Road Estates Subdivision Phase I consisting of a pump station, (20) manholes, approximately 3,500 ft of 8” SDR-26 gravity main, approximately 840 ft of 6” SDR-21 force main and approximately 300 ft of 6” DR-11 force main was made by Commissioner Bold and seconded by Commissioner Marshall. No discussion. Resolution SD 16-2016 accepting dedication of Plant Road Estates Subdivision Phase I in the Town of Halfmoon passed: 7 Ayes, 2 Absent, 0 Nays.*

**Malta Commons** – Town of Malta – Lakeview Outlets, Inc. requested dedication of the sanitary sewer infrastructure servicing Malta Commons in the Town of Malta. *The motion to accept dedication of Malta Commons consisting of (4) manholes, approximately 1,010 ft of 8” SDR-26 gravity main and approximately 2,300 ft of 1 ¼ “ DR-11HDPE force main was made by Commissioner Marshall and seconded by Commissioner Ostapczuk. No discussion. Resolution SD 17-2016 accepting dedication of Malta Commons in the Town of Malta passed: 7 Ayes, 2 Absent, 0 Nays.*

Maintenance Manager Eaton, asked that the Commission to rescind the above resolution to remove the 1 ¼ “ DR-11HDPE low pressure force main as that portion pertained to private laterals that the Sewer District does not accept. *Motion to rescind SD-17 was made by Commissioner Marshall and seconded by Commissioner Cannon. Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

*A motion to accept dedication of Malta Commons consisting of (4) manhole and approximately 1,010 ft of 8” SDR-26 gravity main in the Town of Malta was then made by Commissioner Marshall and seconded by Commissioner Ostapczuk. No discussion. Resolution SD 17-2016 accepting dedication of Malta Commons in the Town of Malta passed: 7 Ayes, 2 Absent, 0 Nays.*

**The Mill at Smith Bridge Phase II** – Town of Wilton – Smith Bridge, LLC requested dedication of the sanitary sewer infrastructure servicing The Mill at Smith Bridge Phase II in the Town of Wilton. *The motion to accept dedication of The Mill at Smith Bridge Phase II consisting of (5) manholes and approximately 920 ft of 8” SDR-26 gravity main was made by Commissioner Ostapczuk and seconded by Commissioner Cannon. No discussion. Resolution SD 18-2016 accepting dedication of The Mill at Smith Bridge Phase II in the Town of Wilton passed: 7 Ayes, 2 Absent, 0 Nays.*

## **COMMITEES**

**Engineering Committee** – No Report

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

### **NEXT COMMISSION MEETING**

**Thursday, November 3, 2016**

**9:15 A.M. at the County Complex, Bldg 1 following Public Hearing at 9:00 A.M.**