

**APPROVED MINUTES**

**SARATOGA COUNTY SEWER COMMISSION No. 1**

MINUTES OF July 25, 2012

3:00 pm. at the Treatment Plant

**COMMISSIONERS PRESENT:** Davis, Cannon, Doyle, Loewenstein (arrived late), Marshall, Nelson, Ostapczuk, and Rinaldi

**COMMISSIONERS EXCUSED:** Bold

**ALSO PRESENT:** Chad M. Cooke PE, Executive Director; Diane Seiter, Confidential Secretary; Sue Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Maintenance Manager; Robert Wilcox, Assistant County Attorney; Ed M. Hernandez PE, Delaware Engineering; Ryan Moore, Management Analyst, Stephen Williams, Staff Reporter, Daily Gazette; and Mike Relyea, President, Luther Forest Technology Campus.

**PUBLIC COMMENT** – None

**CHAIRMAN’S COMMENTS** - None

**APPROVAL OF MINUTES of June 27, 2012.** *Commissioner Nelson made the motion to approve the minutes of June 27, 2012. Commissioner Doyle seconded the motion. No discussion. The minutes of June 27, 2012 were approved. 7 Ayes, 0 Nays.*

**TREATMENT PLANT EXPANSION** – Jett Contract – Minor punchlist of items to complete.

**CAPITAL PROJECTS FOR UPGRADES:**

**Pipevision** – Consultant EDP is still waiting for close out documents for final payment to be made as the relining and site restoration is complete.

**2011 CAPITAL PROJECTS** –

**Mc Donald Engineering** - Saratoga Lake, 4&32 – John M McDonald Engineering, P.C. performed a bid analysis and forwarded a recommendation to the Commission to award the General Construction contract to Kingsley Arms, Inc. *Chairman Davis made a motion to forward a recommendation to the Board of Supervisors to award Contract No. 1 - General Construction, to Kinsley Arms, Inc. for the amount not to exceed \$16,756,408.00. Commissioner Nelson seconded the motion. No discussion. The motion passed. 7 Ayes, 0 Nays.*

McDonald engineering also forwarded a recommendation to the Commission to award the electrical contract to Stilsing Electric, Inc. *Chairman Davis made a motion to forward a recommendation to the Board of Supervisors to award Contract No. 2 – Electrical, to Stilsing Electric, Inc. for the amount not to exceed*

*\$1,301,900.00. Commissioner Rinaldi seconded the motion. No discussion. The motion passed. 7 Ayes, 0 Nays.*

Chairman Davis noted that no bids were received for Contract No. 3 – Heating and Ventilation and that the contract will be rebid. Estimated cost for the Heating and Ventilation Contract is \$400,000.00. Executive Director Cooke indicated McDonald Engineering, P.C. has requested an amendment to their amended contract in the amount of \$4,000.00 in order to prepare the rebidding documents for the HVAC Contract. *Commissioner Doyle made a motion to amend the contract for McDonald Engineering and increase the amended contract amount of \$829,273.41 by \$4,000.00 to \$833,273.41. Commissioner Loewenstein seconded. Commissioner Doyle moved to table the contract resolution until a future meeting. Commissioner Doyle then instructed Executive Director Cooke to follow-up with McDonald regarding the rebidding of the HVAC Contract. Commissioner Ostapczuk seconded the motion to table. The motion to table passed. 8 Ayes, 0 Nays.*

**North Plant Project** – Delaware Engineering continues to work on the North Plant study.

## **2012 CAPITAL PROJECTS**

**Incinerator - Carbon Monoxide Analyzer** – In early May, it was discovered that the Carbon Monoxide Analyzer that monitors the incinerator discharge was not operating properly. The District’s consultant, Northern Engineering, was consulted and it was determined that the analyzer was not repairable. In order to continue incinerating sludge and avoid costly sludge hauling expenses, a rental analyzer was necessary while a new analyzer was being fabricated. *Commissioner Doyle made a motion for declaration of an emergency replacement of the carbon monoxide analyzer and to forward this declaration to the Board of Supervisors for their approval and authorization for the Sewer District to spend up to \$30,000 for the replacement, Commissioner Ostapczuk seconded the motion. Discussion included technical details for the replacement presented by Commissioner Doyle and the transfer of funds from other budget accounts to cover these expenses. The motion passed. 8 Ayes, 0 Nays*

**Interceptor Relining/Repair Phase 4** –EDP started televising last Friday, July 20, 2012. The project is expected to go out to bid in August with construction completed by end of year.

**Non-Potable Water Pumps** –McDonald Engineering is preparing bid documents. The project is expected to go out to bid within the next couple of weeks. Construction to replace the pumps is expected to be completed by the end of the year.

**GPS for Sewer District Fleet** – A demonstration of the GPS tracking capabilities was postponed to the August 22 Commission meeting.

**Milton Pump Station Generator** – The contract to replace the generator was awarded to Stilsing Electric, Inc. Just prior to Stilsing Electric, Inc. beginning work, the station was struck by lightning which damaged the station’s surge suppressor and a leg of the existing generator. Executive Director Cooke indicated that Stilsing Electric, Inc. has requested an amendment to their contract in the amount of \$21,225.00 in order to replace the surge suppressor and rent a generator while the new generator is being fabricated. *Commissioner Doyle made a motion to amend the contract for Stilsing Electric, Inc. and increase the contract amount from \$304,957.00 by \$21,225.00 to \$326,182.00. Commissioner Loewenstein seconded. No discussion. The motion passed. 8 Ayes, 0 Nays.*

## **COLLECTION SYSTEM:**

**Birchwood Pump Station, Town of Halfmoon – Access Road** – The Birchwood Pump Station in the Town of Halfmoon currently accepts flows from both the Mapleridge Subdivision and the Birchwood Drive neighborhood. Access to the pump station was originally via an access road from Birchwood Drive. At some point, the access from Birchwood Drive was abandoned and access from Tupelo Drive was established. Drainage from both the Mapleridge Subdivision and Birchwood Drive generally flows to the access road corridor where no drainage control currently exists. As a result, the access road experiences washouts and is typically inundated with stormwater. There are currently no known easements to the Sewer District over the access road. The Sewer District continues to perform due diligence in monitoring the pump station which requires continued access to the pump station.

The Homeowner's Association (HOA) for these neighborhoods has had conversations with Sewer District staff as well as the Town of Halfmoon. The HOA recently indicated to the Town of Halfmoon that unless the Sewer District addresses the drainage issues on the access road, the HOA will deny the Sewer District access to the pump station.

Commissioner Loewenstein summarized the underlying issues associated with the access road as 1) the Sewer District does not own the access road or have a properly filed easement over the access road, 2) the Sewer District cannot expend funds to repair a roadway that it does not own, and 3) the Sewer District does not have the funds nor does it want to spend money to repair roadways. Commissioner Doyle suggested that perhaps the Town could assist by researching Town records to determine the original plan and design for the access road. Commissioner Doyle also suggested a meeting with the Town and the HOA and that perhaps the Town of Halfmoon's engineering consultant could take a look at the corridor to determine potential remedies.

Executive Director Cooke will follow-up with the Town and report back to the Commission at the August 22, 2012 meeting.

**Sewer District Expansion-** *Commissioner Nelson made a motion that the Commission authorize and direct the Executive Director to submit the Map, Plan and Report, together with its recommendation that the Board of Supervisors approve the proposed extension of its boundaries, to the Chairman of the Saratoga County Board of Supervisors as soon as practicable for the appropriate action pursuant to County Law. Commissioner Doyle seconded. No discussion. The motion passed. 8 Ayes, 0 Nays.*

## **ATTORNEY REPORT:**

Attorney Wilcox stated that he was moving forward with the next step of eminent domain proceedings for the Saratoga Lake/4&32 project. The 4&32 portion of the project requires a public hearing for the properties associated with the eminent domain proceedings. It was decided to have the public hearing at the Treatment Plant on August 22, 2012 at 2:30 p.m.

Attorney Wilcox is also in the process of determining a venue for the public hearing for the properties associated with the Saratoga Lake portion of the project. It was suggested that Saratoga National may have some availability but cost may be prohibitive. Chief Operator Duff suggested Quaker Springs Fire Department which is located on Route 9p in the Town of Stillwater.

Attorney Wilcox continues to research all of the affected properties in an effort to obtain all the information necessary for the proceedings.

## **DEDICATIONS:**

**LFTC Trunk Sewer** – Chairman Davis indicated that before the Commission accepts dedication there are certain conditions that need to be met. These conditions include a certification from the project's Quality

Assurance engineering firm certifying that the infrastructure that will be dedicated has been installed in general conformance with the approved plans and that all testing has been completed, that all easements are properly prepared and have been approved by the County Attorney's Office (CAO), all title work has been completed to the satisfaction of the CAO, and that a bond for one (1) year in the form of a letter of credit or cash escrow has been established in the amount of 20% of the construction cost of the installed features. It was discussed that the developer's engineering consultant, C.T. Male Associates, has provide a certification for the repaired Manhole 6/6A work indicating that the revised configuration will accommodate 10 MGD without adverse affects. A certification for the remainder of the installed infrastructure has not been received.

Mr. Relyea, Luther Forest Technology Campus, indicated that he or his staff would coordinate the above referenced items with Attorney Wilcox before the next Commission meeting.

**COMMITTEES:**

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

**ENGINEERING COMMITTEE** – Commissioner Doyle

**SEWER DISTRICT COUNTY WIDE COMMITTEE** – Commissioner Nelson

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

**NEXT COMMISSION MEETING**  
**Wednesday, August 22, 2012**  
**3:00 P.M. at the Treatment Plant**