

APPROVED MINUTES

**SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF DECEMBER 19, 2012
3:00 PM at the Treatment Plant**

COMMISSIONERS PRESENT: Bold, Doyle, Marshall, Nelson and Rinaldi

COMMISSIONERS EXCUSED: Davis, Cannon, Loewenstein and 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; Stephen Dorsey, County Attorney; Ryan Moore, Management Specialist; Ed M. Hernandez PE, Delaware Engineering

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: Commissioner Bold wished everyone a Merry Christmas and Happy Holidays.

APPROVAL OF MINUTES of November 7, 2012. *Commissioner Doyle made the motion to approve the minutes of November 7, 2012. Commissioner Marshall seconded the motion. No discussion. The minutes of November 7, 2012 were approved. 5 Ayes, 0 Nays.*

2011 CAPITAL PROJECTS:

McDonald Engineering – Saratoga Lake and 4 & 32.

Executive Director Cooke reported that work on 4 & 32 has progressed. Approximately 2,000 LF of dual force main has been drilled. Kingsley Arms, Inc. anticipates beginning grinder pump work in the Silver Beach area this week. The bulk of the pipe and pump station work is slated for 2013 construction season. Easements continue to trickle in and the Attorney’s office is progressing the eminent domain process. Two (2) outstanding easements on Routes 4 & 32 have been cleared for work and given a license to install pipes.

McDonald Engineering has requested a contract amendment for additional services including additional archaeological work associated with Phase 2 (\$1,749.27), HVAC design work associated with separating Contract No. 3 from the original bid documents and rebidding this contract separately (\$4,000.00), and title work associated with the easement work around the lake (\$12,852.00). The total amount of the amendment is \$18,601.27.

Contract breakdown is as follows:

Original Contract Amount	\$789,300.00
Amendment No. 1	\$ 18,977.29
Amendment No. 2	\$ 20,966.12

Amendment No. 3	<u>\$ 18,601.27</u>	Total Amendments \$58,544.68
Total	<u>\$847,874.68</u>	

Commissioner Doyle made a motion to approve Amendment No. 3 in the amount of \$18,601.27 for additional engineering services for unanticipated items integral to the Saratoga Lake Upgrade and Route 4 & 32 Sewer System. Commissioner Nelson seconded the motion. No Discussion. Motion passed: 5 Ayes, 0 Nays.

North Plant Project – Initiated minor contract with surveying firm to perform boundary survey necessary for the subdivision process as well as topographic survey for design purposes.

Ed Hernandez with Delaware Engineering presented a draft report of the North Plant. A draft report was also handed out to Commissioners for review and comment. Mr. Hernandez went over some highlights in his report and noted that plans were submitted to the Saratoga Springs City Engineer, Tim Wales, for his comments with regard to an easement necessary from the city. Mr. Hernandez stated the main justification of this project is that the collection system is at capacity from exit 15 down to Route 67.

Delaware Engineering provided a proposal for \$6,000.00 to perform services to complete the subdivision process with the Town of Northumberland as well as prepare easement maps. Initial studies indicated an easement is necessary from the City of Saratoga Springs for forcemain piping from the Saratoga Springs pump station to Weibel Avenue. From Weibel Avenue, it is anticipated that the forcemain would be located within existing roadway right-of-ways. The other easement needed, which has been identified, is the discharge pipe from the new plant to the Hudson River. Delaware’s proposal includes services to obtain these two (2) easements. Additional easements may be necessary and will be identified during plant design phases. The \$6,000.00 proposal from Delaware would amend the current contract from \$61,000.00 to \$67,000.00.

Commissioner Doyle made a motion to approve Amendment No. 1 for additional engineering services for subdividing the parcel of land purchased by SCSD and for preparation of easement maps and documents. The total amount of the amendment is \$6,000.00. Commissioner Marshall seconded the motion. No Discussion. Motion passed: 5 Ayes, 0 Nays.

2012 CAPITAL PROJECTS:

Incinerator –The incinerator project is on schedule for completion by end of February 2013.

Interceptor Relining Phase IV – Executive Director Cooke stated he is currently working on a map which shows the entire length of the interceptor, what has been relined, what we are doing this year and what we intend to do for years to come.

A preconstruction meeting was held Thursday, December 20, 2012 at 10:00 a.m. at treatment plant. Work to be completed early next year, 2013.

Non-Potable Water Pump Replacement – A Preconstruction meeting was held December 6, 2012. Contractor has begun shop drawing submittals and is coordinating with McDonald Engineering. Executive Director Cooke gave an update. During the design of the project, it was discovered that the existing flow meters needed replacement. In addition, it was determined that the low pressure pumps should also be fitted with variable frequency drives. These additional items resulted in \$1,615.00 of additional design effort. McDonald Engineering is requesting a \$1,615.00 amendment to their contract for these services. McDonald’s original contract was \$21,960.00. The total amended contract amount would be \$23,575.00.

Commissioner Doyle made a motion to approve Amendment No.1 for additional engineering services for unanticipated items integral to the non-potable water pumps. The total amount of the amendment is \$1,615.00. Commissioner Marshall seconded the motion. No Discussion. Motion passed: 5 Ayes, 0 Nays.

Pump Station Radio Upgrades – Project is complete and our new alarm system is up and running. Brunswick Electric has requested a negative change order of (\$13.00) due to unused allowance funds. This negative change order would reduce the contract amount from \$348,093.00 to \$348,080.00.

Commissioner Doyle made a motion to approve the negative change order of (\$13.00) to the Brunswick contract reducing the contract amount from \$348,093.00 to \$348,080.00. Commissioner Nelson seconded the motion. No Discussion. Motion passed: 5 Ayes, 0 Nays.

Fuel Management System – Five bids were received ranging from \$16,239.00 to \$24,899.00. The low bidder was SCI Distribution in the amount of \$16,239.00

Commissioner Doyle made a motion to recommend award of the contract to the low bidder, SCI Distribution, in the amount of \$16,239.00. Commissioner Rinaldi seconded the motion. No Discussion. Motion passed: 5 Ayes, 0 Nays.

2013 CAPITAL PROJECTS:

Executive Director Cooke gave a brief rundown of projects that are on the list for budgeted projects for 2013 including Interceptor Relining Phase V, Milton Pump Station upgrades and manhole repairs.

The Milton Pump Station is one of the most important pump stations in our system and is sorely in need of replacement. The bulk of our capital budget for 2013 will be replacing this station. For manhole repairs, part of the consent order with the DEC this year was to GPS locate all of the manholes in our system and fix the ones that are in need of repair.

COLLECTION SYSTEM:

On October 28, 2012, a blockage in a sewer line owned by Saratoga County Sewer District No. 1 under the street Tulip Terrace in the Town of Clifton Park caused a backup of sewer flow into the basement of the residence located at 22 Tulip Terrace owned by Ruth Esposito. County Attorney and Executive Director have recommended that Ruth Esposito be reimbursed for the damages sustained to her property in an amount not to exceed \$24,000 and all claims and demands resulting from said sewer backup on October 28, 2012.

Commissioner Nelson made a resolution to approve and recommend to the Saratoga County Board of Supervisors that the Board adopt a resolution at its next regularly scheduled authorizing the settlement of all claims and demands of Ruth Esposito against Saratoga County Sewer District No. 1 and the County of Saratoga resulting from a sewer backup into her premises at 22 Tulip Terrace, Clifton Park, on October 28, 2012, in an amount not to exceed \$24,000, upon 1) receipt of proper invoices evidencing amounts charged and/or paid for repair work to said premises and 2) an executed release from Ruth Esposito to Saratoga County Sewer District No. 1 and the County of Saratoga for all claims and demands resulting from said sewer backup on October 28, 2012. Commissioner Marshall seconded the resolution. No Discussion. resolution passed: 5 Ayes, 0 Nays

Executive Director Cooke suggested looking at developing a plan for replacement or relining of those sewers in Clifton Gardens, similar to our Interceptor Relining program, to help improve flow characteristics. Commissioner Doyle also reflected on some reoccurring problems two (2) years ago in that area and he supports Executive Director Cooke's suggestion to develop a plan.

ATTORNEY REPORT:

County Attorney Stephen Dorsey stated there should be a policy for addressing property owner claims in connection with sewer back-ups and determining who is at fault. He suggested that his office work with the Executive Director's office for development of this policy.

DEDICATIONS:

Floral Estates Phase V – Floral Estates, LLC requests dedication of Floral Estates Phase V Subdivision in the Town of Wilton. *The motion to accept dedication of Floral Estates Phase V Subdivision in the Town of Wilton from Floral Estates, LLC consisting of 1,685 ft of 8 inch gravity sewer main, 410 ft of 2 inch low pressure force main and 8 manholes was made by Commissioner Bold and seconded by commissioner Marshall. No discussion. Resolution 20-2012 accepting dedication of Floral Estates Phase V in the Town of Wilton consisting of 1,685 ft of 8 inch gravity sewer main, 410 ft of 2 inch low pressure force main and 8 manholes passed: 5 Ayes, 0 Nays.*

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Ostapczuk

ENGINEERING COMMITTEE – Commissioner Doyle

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

**NEXT COMMISSION MEETING
Wednesday, January 23, 2013
3:00 P.M. at the Treatment Plant**