

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF FEBRUARY 27, 2013 3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Davis, Bold, Cannon, Doyle, Loewenstein, Marshall, Howe, and Rinaldi

COMMISSIONERS EXCUSED: 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; Robert Wilcox, Assistant County Attorney; Ryan Moore, Management Specialist; Ed M. Hernandez P.E., Delaware Engineering; Stephen Williams, *Daily Gazette*; Harold Wessel, *The Express*; and Caitlin Morris, *The Saratogian*

PUBLIC COMMENT: – None

CHAIRMAN'S COMMENTS: Chairman Davis complimented the confidential Secretary on getting her Notary Public license.

Chairman Davis indicated that it has taken three (3) years to get the North Plant project going and he continues to be concerned about capacity issues and the potential for environmental disaster with the pipes coming out of Saratoga. A pipe capacity map of the City of Saratoga Springs, completed by Malcolm Pirnie, Inc. in 2000, was provided for reference to show that the City of Saratoga Springs force mains are at 98% capacity. Chairman Davis stated that there have been many new construction projects in the City and suggested either putting a moratorium on any new projects in the City and the Town of Wilton or move ahead with the North Plant project. There have been articles reported in the newspaper that Global Foundries is looking to build another computer-chip plant in Saratoga County. Chairman Davis indicated the positive impact this will have on Saratoga County but he also feels that other municipalities should not be deprived of sewer connections that may be needed.

Chairman Davis made a resolution to authorize and direct the Executive Director to take all steps necessary and required in order to issue a Request for Proposal relative to the design and construction of the Sewer District's proposed North Plant. Commissioner Marshall seconded the motion. Discussion involved whether to put a moratorium on new projects in the City of Saratoga Springs or move forward with the North Plant. Commission feels that it is a prudent step in the right direction to move forward with the North Plant and inquired how long the construction process would take. Chairman Davis stated that based on past experience it could take up to four (4) years for the design and construction process. It was also suggested that the Sewer Commissioners from Saratoga Springs work with the Saratoga Springs Public Works Department to see what they can do to reduce infiltration in their system so SCSD does not have to place a moratorium on new projects in the City and in the Town of Wilton. Commissioner Cannon noted that the pipe capacity maps were based on levels from 2000 and inquired if the levels have been updated since then. Executive Director Cooke indicated that capacity levels have not been updated and that flow from the City

varies from three (3) million gallons to thirteen (13) million gallons a day and there is concern that any additional discharge could put us over the threshold of capacity. Commissioner Cannon indicated that he understands that the City has made efforts to reduce infiltration and inquired as to how the North Plant would help with this capacity concern. Executive Director Cooke indicated that the North Plant project would make it possible to direct flow from the pump station north to the new plant or south to existing plant. A moratorium was placed on Crescent Avenue in Saratoga Springs due to existing pipes being at capacity. The moratorium will be lifted as soon as the pump station and pipe upgrades are finished around Saratoga Lake in summer of 2014. Commissioner Doyle volunteered to meet with the City of Saratoga Springs Planning Board regarding the North Plant project and capacity levels in the City. Commissioner Cannon volunteered to speak with the City Council as well as the Mayor regarding future planning projects to keep the Sewer District informed and in the loop and thanked Commissioner Doyle for his interest in volunteering as well. Chairman Davis reiterated that he does not want put a moratorium in place and prefers to work with the City of Saratoga Springs for the continued success of the City. The Resolution to authorize and direct the Executive Director to take all steps necessary and required in order to issue a Request for Proposal relative to the design and construction of the Sewer District's proposed North Plant passed: 8 Ayes, 0 Nays.

Chairman Davis thanked the Commissioners for their support on this matter.

Administrative Item – The Saratoga County Personnel Department provided a job description for the Executive Director's Duties. The Commissioners were provided with a copy for their approval. Chairman Davis stated that there has been no previous record of the Commission acknowledging the Executive Director's duties in the past. The Personnel Department requested the Commission's consideration in acknowledging the Executive Director's duties. The Personnel Department is currently working with New York State to remove the Executive Director position from the competitive class of County employees.

Chairman Davis made a motion to adopt in its entirety the Executive Director's job description as drafted by the Saratoga County Personnel Department. Commissioner Loewenstein seconded the motion. Discussion involved making two (2) revisions to the Executive Director's job description.

Chairman Davis made a motion to amend the Executive Director's job description as discussed. Commissioner Loewenstein seconded the motion. Motion to amend and adopt the Executive Director's job description passed: 8 Ayes, 0 Nays.

APPROVAL OF MINUTES of January 23, 2013. *Commissioner Doyle made the motion to approve the minutes of January 23, 2013. Commissioner Rinaldi seconded the motion. No discussion. The minutes of January 23, 2013 were approved. 8 Ayes, 0 Nays.*

2010 CAPITAL PROJECTS:

Pipevision – Last year Pipevision completed Phase III of the interceptor relining project and is seeking payment for the retainage portion of the contract. Executive Director Cooke was able to track down a representative for Pipevision to initiate a final payment. A number of negative change orders are involved with the final payment and there is approximately \$40,000.00 left in the budget to finish paying for this project. The Change orders to complete final payment request are as follows:

- CO No. 1 – (\$14,642.16) – relining failure, reimburse SCSD for additional engineering.
- CO No. 2 – (\$8,815.88) – unused sewer cleaning item
- CO No. 3 – (\$54.89) – unused pre construction televising
- CO No. 4 – (\$13,904.31) – unused CIPP Liner
- CO No. 5 – (\$52.89) – unused post construction televising

CO No. 6 – (\$93,600) – unused sanitary manhole rehab
CO No. 7 – (\$6,484.24) – unused allowance for railroad fees
Total CO – (\$137,554.37)

Original contract - \$993,412.00
Amended Contract - \$855,857.63

Commissioner Doyle made a motion for seven (7) negative change orders in the amount of \$137,554.37 to complete the final payment to Pipevision for the Interceptor Relining Phase III project. Commissioner Loewenstein seconded the motion. Discussion involved question of any allocated funds for this project. Executive Director Cooke indicated that the unallocated portion was used toward some short falls last year with other projects with knowledge that there would be a negative change order for this project. Motion passed: 8 Ayes, 0 Nays.

2011 CAPITAL PROJECTS:

McDonald Engineering – Saratoga Lake and 4 & 32. Executive Director Cooke reported that a monthly status meeting was held with McDonald Engineering at the treatment plant on Tuesday, February 26, 2013. McDonald is currently working on grinder pumps in the Silver Beach area as well as pump station lots around the lake. Drilling and pipe work is slated to start the first week of March and the project is going well. Attorney Wilcox continues to work on obtaining signatures for the easements as part of the Eminent Domain proceeding and has been able to obtain most of them. There have been a couple of concerns from homeowners, all of which have been addressed with no major items. Currently there are five (5) of the 13 easements remaining to be signed. Most of the property owners have been contacted with the exception of two (2) owners. One property is a foreclosure but Attorney Wilcox anticipates getting these easements executed and the other property owner is in the process of seeking new counsel. Attorney Wilcox has been in contact with this attorney and is waiting for a response from the owner. The Eminent Domain Determination and Findings were printed in the paper and the public has 30 days to contest the findings of the Commission.

Executive Director Cooke also reported that the Routes 4 & 32 portion is slated for completion in June of 2013 and the Lake portions of the project are slated for completion in April of 2014. The 4&32 portion of the project is going well and is approximately 39% complete with the pipe installation. There have been very few comments and concerns from the public all of which have been addressed.

North Plant Project – Executive Director Cooke gave each Commissioner a disk with a final report prepared by Delaware Engineering for their files. Lot line adjustments were completed on February 11, 2013 separating the two (2) parcels of property for the North Plant. The Sewer District is prepared to purchase the property with funds that are available in the budget. The lot line adjustments are in the process of being filed with the County Clerk's Office. Chairman Davis suggested that the Commissioners take a ride from the Saratoga Springs pump station to the new plant location along the route where the force main is proposed. Chairman Davis indicated that based on his recent field visit, he does not feel that many easements will be necessary as the force main will be located primarily in existing right-of-ways.

2012 CAPITAL PROJECTS:

Incinerator – Executive Director Cooke indicated that Industrial Furnace requested an amendment to their contract for replacing the Incinerator's fuel system. The amendment includes a day tank, 12 oil feed pumps a preheat burner and associated piping. A couple of the pumps are seized and are no longer operational and in need of replacement. The existing system is a mixture of different pump types and all require custom parts that add to the cost of repair and replacement. The request also includes the addition of a deflector wall

in the wind box under the incinerator. There is a swirling motion that can erode the tuyeres that provide air to the incinerator. The deflector wall will break up the flow pattern to reduce erosion. Delaware has reviewed these requests and recommends approval for this work. The total amendment is for \$142,460.00 which would change IFCO's amended contract total from \$3,117,370 to \$3,259,830. The amended contract amount is less than 10% of the original contract amount.

Commissioner Bold made a motion to approve the change order change in the amount of \$142,460.00 to replace the Incinerator's fuel system and add a deflector wall in the wind box. Commissioner Marshall seconded the motion. No discussion. Motion passed: 8 Ayes, 0 Nays.

Interceptor Relining Phase IV – Executive Director Cooke stated at last month's meeting that he would have maps ready for the Commissioners to show what has been completed in terms of interceptor lining, what is being completed this year and what we will plan to do in the years to come. Wall maps of the Interceptor in its entirety were provided for reference. The interceptor is approximately 13.7 miles long and the Sewer District has completed three (3) Phases to date and is currently working on Phase 4 of relining. Executive Director Cooke pointed out phase 1- 9 on the maps indicating the phases completed as well as proposed phases to continue through 2018. The Sewer District has relined approximately 9% or 6,502 ft through three (3) phases. Phase 4 is being completed this year for a total of 2,496 ft bringing the total to 8,998 ft or 12.4%.

The Proposed phases are as follows:

Phase 5 (2014) = 1776 ft
Phase 6 (2015) = 2181 ft
Phase 7 (2016) = 2530 ft
Phase 8 (2017) = 2379 ft
Phase 9 (2018) = 2259 ft

Executive Director Cooke stated that depending on the condition of manholes and bypass pumping complexity, relining 2,500 ft can cost anywhere from \$750,000 to \$1.0M. With today's dollars and what is available each year for relining, the interceptor relining initiative would be complete in about 25 years at a cost of about \$21.0M. By the end of 2018, the Sewer District will have relined approximately 3.8 miles. The Commission suggests it may be beneficial to video the interceptor again as it has been seven (7) years since the last video inspection. Chairman Davis suggested that Executive Director Cooke look into the cost for videoing the Interceptor and bring it back to the Commissioners for discussion.

Non-Potable Water Pump Replacement – Executive Director Cooke reported that the project is moving along with electrical work and mobilization of equipment as the pumps are being manufactured. The bulk of the work is slated to begin next month when the pumps have been manufactured and delivered to the plant.

2013 CAPITAL PROJECTS:

Milton Pump Station Upgrade & RFP – Bids from Engineering Consultants were received from seven (7) firms ranging from \$83,350.00 - \$234,500.00. The Three (3) lowest bidders were EDP, Delaware Engineering and The MRB Group ranging from \$83,350.00 - \$117,000.00. Executive Director Cooke indicated that interviews are scheduled for Friday, February 28, 2013. Executive Director Cooke, Chairman Davis, Commissioner Doyle, Commissioner Marshall and Commissioner Howe will conduct the interviews. Recommendation for award is expected to be discussed at the March Commission meeting.

ATTORNEY REPORT: Attorney Wilcox asked the Commission if there were any questions regarding what has already previously been discussed. There were no questions from the Commissioners and no discussion.

DEDICATIONS:

Luther Forest Technological – Luther Forest Technology Campus Economic Development Corporation (hereinafter “LFTCEDC”) requests dedication of the off-site sanitary sewer facilities servicing LFTC located in the Towns of Stillwater and Halfmoon. *The motion to accept dedication of the sanitary sewer facilities servicing LFTC located in the Towns of Stillwater and Halfmoon consisting of 13,026 linear feet (LF) of 30-inch sewer gravity main, 1,015 linear feet (LF) of 24-inch sewer gravity main, 2,300 linear feet (LF) of 10-inch sewer gravity main, 1,150 linear feet (LF) of 16-inch sewer gravity main and 1,150 linear feet (LF) of 20-inch sewer gravity main for a total of 18,641 linear feet of gravity sewer main; forty-two (42) sewer manholes and two (2) splitter boxes, without need of security pursuant to Part II, Section 6.1(G) of the Sewer District’s Rules and Regulations, conditioned upon the receipt of a revised title report and easements with agreed revisions was made by Chairman Davis and seconded by Commissioner Doyle. Discussion involved accepting dedication without a security bond. Executive Director Cooke indicated that there was no pump station only gravity sewer main therefore, a security bond is not needed. Resolution 26-2013 accepting dedication of LFTC in the Towns of Stillwater and Halfmoon passed: 8 Ayes, 0 Nays.*

Coburg Village – Coburg Village Inc. requests dedication of sanitary sewer infrastructure as part of the Coburg Village Senior Living Community in the Town of Clifton Park. *The motion to accept dedication of sanitary sewer infrastructure as part of the Coburg Village Senior Living Community in the Town of Clifton Park from Coburg Village Inc. consisting of 3 manholes and approximately 970 ft of 8” PVC gravity sewer main in the Town of Clifton Park conditioned upon receipt of hard copy of full Title Report, Release/Subordination of mortgage lien and original Letter of Credit as agreed was made by Commissioner Doyle and seconded by Commissioner Cannon. Discussion involved conditions needed for approval. Attorney Wilcox has been in contact with the bank and has discussed the language in the documents pertaining to international sanctions. A copy of the Letter of Credit has been emailed to Attorney Wilcox; he is awaiting receipt of the original Letter of Credit with signature. He has no concern with the bank providing the necessary documents. Resolution 25-2013 accepting dedication of Coburg Village in the Town of Clifton Park passed: 8 Ayes, 0 Nays.*

COUNTY ADMINISTRATOR OFFICE: Ryan Moore, Management Specialist stated that Chairman Grattidge wanted to reaffirm to the Commission that the Board of Supervisors supports the North Plant. Chairman Davis thanked the Board of Supervisors for their support.

COMMITTEES – The Commissioners were provided with a committee list for 2013. Chairman Davis indicate that if any of the Commissioners would like to be added or taken off the list to contact him and he will make changes as needed, if not the committees will stand as posted.

FUTURE PLANT #2 COMMITTEE – Commissioner Ostapczuk

ENGINEERING COMMITTEE – Commissioner Doyle

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

NEXT COMMISSION MEETING
Wednesday, March 27, 2013
3:00 P.M. at the Treatment Plant