

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF APRIL 24, 2013 3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Cannon, Doyle, Howe, Loewenstein, Marshall, Ostapczuk, and Rinaldi

COMMISSIONERS EXCUSED: Davis and Bold

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; Spencer Hellwig, County Administrator; Robert Wilcox, Assistant County Attorney; Ed M. Hernandez P.E., Delaware Engineering; Harold Wessel, *The Express*; and Bud Adams for public comment.

CHAIRMAN'S COMMENTS: Commissioner Doyle welcomed everyone to the April meeting and called the meeting to order. He stated that Bud Adams would be present for public comment regarding an overflow that occurred last month on Route 67 in the Town of Ballston Spa. Mr. Adams was not in attendance and the meeting continued.

APPROVAL OF MINUTES of March 27, 2013. *Commissioner Rinaldi made the motion to approve the minutes of March 27, 2013. Commissioner Cannon seconded the motion. No discussion. The minutes of March 27, 2013 were approved. 7 Ayes, 0 Nays.*

PUBLIC COMMENT: – Mr. Adams spoke regarding a plugged manhole on Route 67 in the Town of Ballston Spa. After some discussion, it was agreed that staff would go out to the site and see that the cleanup was done.

2011 CAPITAL PROJECTS:

McDonald Engineering – Saratoga Lake and 4&32. A status meeting with the contractor was held on Tuesday, April 24, 2013. The 4 & 32 portion of the project is approximately 72% complete in terms of the 4" and 8" forcemain installation. Laterals are currently being installed along Routes 4 & 32 including restoration of front lawns areas. The contractor will be installing three (3) bores under the railroad here at the plant over the next couple of weeks. One bore will be for the dual forcemain and the other two (2) will be spares for potential future use of natural gas and water.

The lake portion of the project is approximately 10% complete and the contractor is working at all pump station sites with the exception of Pump Station No. 2 due to the Eminent Domain process. Grinder pumps are being installed in the Silver Beach area, and gravity sewer installation on Dunning Street in Malta as well as forcemain drilling on Route 9P in Stillwater. Executive Director Cooke stated that he continues to receive calls on a daily basis from residents with general questions regarding lawn repair. Overall, McDonald Engineering is doing a good job with construction administration/inspection and the project is going well.

North Plant Project – The North Plant RFP pre-proposal meeting was held on April 17, 2013 with eleven (11) firms in attendance. An addendum will be issued via email on Friday, April 26, 2013 for clarification to questions that have come in from some perspective bidders. Most of the questions have been relatively benign in nature and easy to answer. Commissioner Loewstein asked if the Engineering Committee met to discuss the selection process and what the status was. Commissioner Doyle stated that several Commissioners were unable to attend but he did meet with the Executive Director and he would update the Engineering Committee at the end of the meeting. Commissioner Ostapczuk mentioned that he was not in attendance at last month's meeting when the selection process was discussed and he requested that the Commission consider delaying the due date for the RFP for at least one (1) month so that it can be discussed when Chairman Davis is present. Commissioner Doyle assured him that there is plenty of time to discuss the selection process before the bids are due back on May 8, 2013.

2012 CAPITAL PROJECTS:

Incinerator –The incinerator is up and running and the contractor is currently waiting for the new venturi scrubber. Once the scrubber is delivered, the incinerator will be shut down temporarily for installation. A stack test is scheduled for June 12th and 13th.

Interceptor Relining Phase IV – The contract relining portion of the Interceptor Project Phase IV in the Town of Ballston has been completed by Insituform Technologies. It was discussed at last month's meeting that the force main at the Milton Pump Station collapsed by no fault of the contractor during part of some pump bypass operations. Insituform Technologies and their subcontractor have been gathering equipment and materials necessary to reline 700 ft of the existing force main. The repair work is scheduled to start the week of the 29th and it should take approximately two (2) weeks to complete the repair. At present, the cost for repair is estimated at \$325,000.00. The final cost cannot be determined until the work is complete. Executive Director Cooke stated that he would report back to the Commission next month.

Non-Potable Water Pump Replacement – Pumps and pump controls are scheduled for delivery in the next couple of weeks and the project is scheduled for completion in early June of 2013.

2013 CAPITAL PROJECTS:

Milton Pump Station Upgrade – The Milton Pump Station Upgrade project was recently awarded to Environmental Design Partnership, LLP. Once contracts are executed and design work begins, bidding schedules and construction schedules will be established for the upgrades at the Milton Pump Station.

Sludge Thickener – Last month the Commission passed a resolution designating BDP Industries' gravity belt thickeners as the standard to be used in contracts dealing with the replacement of gravity belt thickeners at the Sewer District's Plant. Due to the long lead times associated with the fabrication of the belts, Delaware Engineering recommended that the Sewer District pre-purchase two (2) gravity belt thickeners from BDP Industries in the amount of \$365,000.00. Delaware Engineering anticipates completing the design and putting it out to bid in the next couple of weeks.

Commissioner Loewenstein made the motion to approve the pre-purchase of two (2) gravity belt thickeners from BDP Industries in the amount of \$365,000.00 for the Sewer District's plant. Commissioner Marshall seconded the motion. Discussion involved the length of lead time and the reason for pre-ordering. Fabrication takes 18-20 weeks and the project as a whole will cost \$1.5 M for the entire thickener project. It was agreed \$365,000.00 was a good price and the motion passed: 7 Ayes, 0 Nays.

ATTORNEY REPORT: Attorney Wilcox reported that he continues to receive easements for the Saratoga Lake and 4 & 32 project. He received two (2) more and there are still a couple out there but progress is being made. Commissioner Loewenstein inquired about the District's access to the Birchwood Drive Pump Station. Executive Director Cooke stated that the Sewer District is accessing the pump station through an adjoining property as the HOA denied access to Sewer District staff. Attorney Wilcox indicated that the Sewer District has legal rights to the formalized access from the adjoining property.

North Plant Project – Commissioner Doyle opened up discussion for the North Plant. Commissioner Ostapczuk apologized for not being able to attend the last couple of meetings due to travel for work. After assisting Executive Director Cooke with the RFP and making some inquiries, Commissioner Ostapczuk questioned the need for the North Plant. Referring to the flow information on the agenda, he indicated that there is plenty of additional capacity evident when reviewing the average daily flows.

Commissioner Ostapczuk indicated that he recently attended a technical seminar in Saratoga Springs and received feedback from his peers in the industry regarding the RFP. The feedback generally questioned the need for a new plant. Commissioner Ostapczuk stated that this may not be a good time to move forward with a new plant and felt it would be prudent to delay the North Plant RFP due date for at least one (1) month.

Commissioner Loewenstein stated there is a significant dollar amount associated with the design and construction of a new plant and he questioned if it may be more prudent to direct the capital funds into upgrading and/or repairing existing components of the collection system.

Commissioner Doyle asked Ed Hernandez of Delaware Engineering if he wanted to add to the discussion as he was the engineer that did the study. Mr. Hernandez made comments with respect to the average daily flows for the plant and indicated that the sewer line from exit 15 and south of Route 67 is at or near capacity. Mr. Hernandez supports the rationale for the North Plant; however, he stated that it should not preclude a discussion on the North Plant.

Commissioner Cannon stated that the Commission should be proactive and have a plan in place for addressing capacity concerns in Saratoga Springs. He indicated that criteria should be established to determine the proper course of action with regard to the North Plant or upgrading the Saratoga Springs pump station and forcemain to address capacity concerns.

Commissioner Ostapczuk asked the Commission to extend the RFP bid one (1) month due to the magnitude of work involved with responding to the RFP. Commissioner Doyle suggested that the North Plant Committee and the Engineering Committee schedule a meeting and prepare a presentation in one (1) week to discuss the RFP due date when Chairman Davis returns as he should be involved in the discussion. Commissioner Ostapczuk pointed out that he agreed to purchase land for future expansion when needed but disagreed that now is the time it is needed. There was some discussion on how long to delay the RFP due date and whether to have a special Commission meeting scheduled or discuss it the next month's regularly scheduled meeting. Director Cooke indicated that he would be issuing an addendum on Friday, April 26, 2013 for the North Plant RFP which will address some questions he received from several firms and indicated that delaying the RFP for one (1) month until after the May Commission meeting would give the firms more time to complete their proposals.

Commissioner Ostapczuk made the motion to delay the North Plant RFP bid indefinitely until the full Commission can meet for discussion. Commissioner Loewenstein seconded the motion. Discussion involved how long to delay the North Plant RFP due date and issuing an addendum for a new due date.

Commissioner Ostapczuk moved to amend the motion for the North Plant RFP due date from indefinitely to one (1) month changing the due date to June 6, 2013. Commissioner Cannon seconded the motion. Motion passed: 7 Ayes, 0 Nays.

DEDICATIONS: None

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Ostapczuk

ENGINEERING COMMITTEE – Commissioner Doyle

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

**NEXT COMMISSION MEETING
Wednesday, May 22, 2013
3:00 P.M. at the Treatment Plant**