

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF April 27, 2011
3:00 PM Treatment Plant

COMMISSIONERS PRESENT: Davis, Bold, Crowley, Doyle, Loewenstein, Nelson, Ostapczuk, Rinaldi

COMMISSIONERS EXCUSED: Cannon

ALSO PRESENT: James DiPasquale, Executive Director; Linda MacNeal, Administrative Assistant; Robert Wilcox, Asst. County Attorney; Spencer Hellwig, Saratoga County Administrator; Susan Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Collection System Manager

PUBLIC COMMENT - None

CHAIRMAN’S COMMENTS – Chairman Davis introduced the Sewer District’s new Counsel; Robert Wilcox. Assistant County Attorney Wilcox stated that his previous position as Counsel for the Clifton Park Water Authority for twelve years gave him experience with legal issues that are similar with the Sewer District.

Chairman Davis brought to the attention of the Commissioners a letter attached to the Agenda that is addressed to the Director of Personnel, Jack Kalinkewicz, regarding Jim DiPasquale’s replacement. The County of Saratoga’s policy is not to hire a replacement for a position until it has been vacated. However, Chairman Davis is requesting that the position of Executive Director be filled in November before Jim DiPasquale retires in December, due to the complexity of daily operations and Capital Projects that are in process. Chairman Davis stated he has been in contact with the County Personnel Committee and listed his specific concerns in the letter to the Saratoga County Personnel Director, for his review.

Chairman Davis commented on letters sent to the Towns regarding inclusion in the Saratoga Sewer District. Chairman Davis wanted the Towns to realize the significant savings for Septage charges to residents outside the District at SCSD’s receiving stations; areas outside of the District, the receiving charges are doubled. Chairman Davis requested Commissioner Nelson to relay this information to the Town Supervisors.

Chairman Davis mentioned that he has been in contact with the Town of Halfmoon’s Supervisor who has given permission to proceed with construction of the Emergency Access Road for the Treatment Plant. This project has been a safety concern for several years.

APPROVAL OF MINUTES of April 27, 2011. *Commissioner Doyle made the motion to approve the minutes of March 23, 2011. Commissioner Loewenstein seconded the motion. No discussion; 8Ayes, 0 Nays. The minutes of March 23, 2011 was approved.*

TREATMENT PLANT EXPANSION – Executive Director, James DiPasquale gave a progress report on the Plant expansion; Jett and Gross are at the Plant almost daily working on the Punch List. Director DiPasquale expects the paving and punch list items to be completed in the next three weeks and stated the Contracts are still under budget of the original contracts.

CAPITAL PROJECTS FOR UPGRADES:

2010 CAPITAL PROJECTS

Pipevision – Railroad permits are being obtained by the Contractor; product submittals are being reviewed and approved by the Consultant, EDP. There will be a formal pre-construction meeting in the next few weeks after the starting date is firm. August 2011 is the completion date in the contract and it is anticipated the project will be completed in this time frame. The delay is in part waiting for Railroad permits and also due to the recent wet weather experienced.

CK & Kashmiri Upgrades – Carver and Stilsing Electric's fully executed Contracts have been forwarded to the Contractors. Submittals of information are being reviewed and approved by the consultant, EDP. A pre-construction meeting is anticipated in the next couple of weeks prior to the start of construction.

2011 CAPITAL PROJECTS –

McDonald Engineering – Saratoga Lake, 4 & 32; Project status report and field inspections are scheduled. A review meeting was held on 4/5/11 with the Consultant, Sewer District Staff and Commissioners Davis, Bold, Nelson and Rinaldi. The next meeting is scheduled on May 20, 2011 at 10:00 AM.

Routes 4 & 32 – McDonald Engineering will have a draft set of plans and profile sheets for the May 20, 2011 meeting. Commissioner Bold mentioned the Town is reviewing a letter which Jack McDonald prepared for distribution to the residents along Routes 4 & 32 providing information on the project.

Saratoga Lake – McDonald Engineering is evaluating information for transmitting Pump Station data to the SCADA system and will present recommendations. Field surveys of the Pump Station sites are being conducted and TV inspection of the gravity sewer is being scheduled. Permits from NYS DOT and Saratoga County are needed for the TV work. McDonald Engineering is also mapping the GPS locations of manhole structures, grinder pumps and Pump Stations. The GPS format is compatible with the system SCSD is using.

Executive Director James DiPasquale is waiting for flow data numbers from the City of Saratoga Springs applicable to this project. He has contacted numerous persons at the City and yesterday spoke with Supervisor Veitch who indicated information should be forwarded next week. Information from the city will be forwarded to McDonald Engineering for their inclusion in the project design.

Thursday evening the Director will be attending a meeting of the Saratoga Lake Association to inform them of upcoming activities related to the project and Saratoga County Sewer District concerns with issues in the Lake area.

Saratoga County Sewer District Northern Treatment Plant RFP- The Board of Supervisors awarded the Contract to Delaware Engineering on 4/19/11 and the County Attorney is drafting Contract Documents. Chairman Davis has spoken with Bob Doran, who was the first Chairman of the Saratoga County Sewer Commission, and asked him to contribute to this project. Commissioner Crowley has been asked to contact him and notify him of any meetings related to this project.

Incinerator upgrade RFP –the Board of Supervisors awarded the Contract to Delaware Engineering on 4/19/11 and the County Attorney is drafting the contract Documents.

Milton Pump Station Emergency Generator replacement bid – Bid documents are being prepared for replacement of the original emergency generator that was installed 34 years ago and expected to be available at the end of May. It is anticipated that this work can be completed in 2011.

COLLECTION SYSTEM INFORMATION:

GLOBALFOUNDRIES DISCHARGE PERMIT- Flow data for pipe flushing activities is being received on the District’s SCADA system. Daily discharge is approximately 1.5 mgd. Monthly discharge reports are received and bills are generated. A tentative meeting and tour in early May is scheduled for Staff involved in the technical pretreatment of the discharge. Anticipation of chemicals discharged into the flow that the Sewer District has not previously encountered and their effect on our SPDES Permit will be addressed. A future meeting and general tour will be offered a week or so after the technical meeting.

A Sewer Permit Application for discharge will be received shortly for the Administration #1 Building, as GLOBALFOUNDRIES employees are expected to occupy this building in mid May. Significant portions of the sewer system have been turned over to GLOBALFOUNDRIES from the Contractor M+W Zander. In the next several weeks, testing of “Tools” with clean water by GLOBALFOUNDRIES is expected to begin and the pipelines will be monitored. The restaurant discharge is still the responsibility of the Contractor, and remains being served by Septage haulers.

Executive Director, James DiPasquale is recommending that SCSD utilize the expertise of Delaware Engineering, using the remaining balance on the discharge permit contract for the review of applications for products and systems to be discharged. Director DiPasquale has written a letter to GLOBALFOUNDRIES requesting that information on products proposed for use be submitted to the Sewer District as soon as possible to facilitate the evaluation of the discharge as to the cumulative effect and potential of interactivity.

LUTHER FOREST TECH PARK AND THE STEP PROJECT – Additional Industries are anticipated to locate at the site in the future which could present new proprietary substances into the flow that will need to be examined carefully as to their environmental impacts to SCSD’s operations when issuing discharge permits to the industries.

PERMITTING – Letters were sent to all municipalities on implementation of the approval process for connections to, and repairs of systems discharging to SCSD. The program was effective April 1, 2011; the information is available on the County Website under the Sewer District Department. All application, fees etc, are available on the website.

GIS/GPS – SCSD with the assistance of the County Planning Department has begun the process of mapping GPS locations of facilities and structures which is required to be completed by the end of 2011. Training is scheduled tomorrow for instruction in operating the equipment. The support of Jason Kemper and Troy Hilts from the Planning Department was instrumental in setting up the program. Director DiPasquale will compose a letter to the Board of Supervisor expressing SCSD’s appreciation for their assistance and knowledge, citing this as an excellent example of cooperation between County Departments.

TREATMENT PLANT TOURS: Chief Operator Susan Duff and Assistant Chief Operator Jim Bolduc have provided tours of the plant to; Skidmore Environmental Students, the Burnt Hills-Ballston Lake High School Science Class and the Saratoga Springs Cub Scouts. Two Senior Skidmore students working on their Senior Project have been provided operational data of the Plant. They recently visited the plant and were given a tour by Executive Director James DiPasquale and Ed Hernandez from Delaware Engineering. The students intend to forward a copy of the report upon completion.

LAB TESTING CONTRACT –Amendment to the Phoenix Environmental Laboratory Inc. Contract from \$15,000 to \$20,000 to cover the period until June 1, 2011. The original contract was minor under \$10,000 and amended at the July 28, 2010 Commission meeting to \$15,000 due to increase sampling related to the plant upset and unexpected storm water testing required by NYS DEC. New lab contract bids were received this week, the new contract is not expected to be executed prior to spending the maximum of the current amended Contract. Therefore, Executive Director James DiPasquale is requesting a recommendation to amend the contract for an additional \$5,000 to cover expenses during this interim period. *Commissioner Doyle made the motion to forward a recommendation to the Board of Supervisors to amend Phoenix Environmental Laboratory’s contract to not exceed \$20,000, Commissioner Rinaldi seconded. Commissioner Lowenstein questioned that perhaps due to the timing of the approvals of the Sewer Commission and the Board of Supervisors that are required to award a new contract, the amount of the amendment should be greater than the \$5,000 to cover expenses due to the anticipated time required for approvals. Previously the contract for lab testing was covered with a contract under \$10,000. However, Chief Operator Susan Duff stated our new Permit requirements have added whole effluent toxicity testing; this will increase expenses of the new contract. After further discussion, a consensus was reached to amend the Contract an additional \$10,000 to \$25,000. The recommendation to amend Phoenix Environmental Laboratory Inc. Contract, increasing the amendment amount \$10,000; from not to exceed \$15,000 to not to exceed \$25,000 and forward to the Board of Supervisors for approval passed; 8 Ayes, 0 Nays.*

RESERVE CAPACITY EXTENSION – Cornerstone Condominiums, Town of Ballston. Lansing Engineering requests an extension of their Reserve Capacity. The current Reserve Capacity will expire on May 12, 2011. *Commissioner Doyle made the motion to extend the Reserve Capacity a final six months until November 12, 2011. Commissioner Crowley seconded the motion. Developer Geoffrey Booth expects to begin construction within the next six months. The motion to extend the Reserve Capacity a final six months for Cornerstone Condominiums until November 12, 2011 passed; 8 Ayes, 0 Nays.*

DEDICATIONS: None

ATTORNEY REPORT: Attorney Bob Wilcox met on April 8, 2011 with Executive Director James DiPasquale. One of the issues discussed was PNL Stillwater LLC and Revolutionary Heights ongoing issues. Connection from PNL has been in the works for several years; the Town of Stillwater has upgraded Pump Stations and dedicated to SCSD in anticipation of this connection. This final issue is held up due to a lawsuit that the parties have not reached an agreement. The issues seemed to be resolved, but recently the parties failed to come to agreement. Attorney Wilcox will continue to contact the parties working for resolution of this project.

The Town of Stillwater plans on reconstruction of Cold Spring Road. An agreement is in place to TV inspect the lines 1 year after completion of repairs; LFTC has agreed to TV the lines establishing the integrity of the line prior to construction. SCSD will be contacted and will monitor the TV inspection and reconstruction project. Easement descriptions need to be finalized before Saratoga County Sewer District will accept dedication of the lines.

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Crowley will schedule a meeting with Delaware Engineering.

SEWER DISTRICT COUNTY WIDE COMMITTEE – Commissioner Nelson will be making follow up calls to Towns that have not responded

A motion to adjourn the meeting was made by Commissioner Crowley. Commissioner Bold seconded the motion. No discussion. The motion was passed; 8Ayes, 0 Nays.

NEXT COMMISSION MEETING
Wednesday, May 25, 2011
3:00 P.M. at the Treatment Plant