

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF May 25, 2011
3:00 PM Treatment Plant

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

COMMISSIONERS EXCUSED: Cannon, Loewenstein, Ostapczuk

ALSO PRESENT: James DiPasquale, Executive Director; Linda MacNeal, Administrative Assistant; Robert Wilcox, Asst. County Attorney; Susan Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Collection System Manager, Bob Doran, Retired Commissioner; Michael Cignoli, *the Saratogian*.

PUBLIC COMMENT – None

CHAIRMAN’S COMMENTS –

Chairman Davis commented that he is pleased with the Towns that responded to the invitation to be included in the Sewer District boundaries. He also expressed his appreciation to Commissioner Nelson and her committee for their time and efforts on behalf of this project.

APPROVAL OF MINUTES of April 27, 2011. *Commissioner Doyle made the motion to approve the minutes of April 27, 2011. Commissioner Crowley seconded the motion. No discussion; 6Ayes, 0 Nays. The minutes of April 27, 2011 was approved.*

TREATMENT PLANT EXPANSION – Delaware’s Ed Hernandez gave an update on the progress of the Treatment Plant Expansion. Jett is working on the punch list and will be paving soon. J&K will be back next week to balance the heating system and Gross has one day left to complete their punch list. Ed is hopeful that by the next Commission meeting he will have some close out documents, noting that these documents are complicated and take time. The project is still under budget and Change Orders reducing the contracts dollar amounts will soon be completed and presented to the Commission.

Executive Director James DiPasquale mentioned that a plan for operating the Plant’s treatment process has been successful resulting in excellent effluent. During the transition associated with the Plant expansion the determination of treatment parameters has been an ongoing process. Chief Operator Sue Duff, Assistant Chief Operator Jim Bolduc and Delaware Engineer Ed Hernandez over the past month have been finalizing the parameters of the treatment process culminating with this week’s stabilization.

CAPITAL PROJECTS FOR UPGRADES:

2010 CAPTIAL PROJECTS

Pipevision – Railroad permits are being obtained by the Contractor. Product submittals from the Contractor are being reviewed and approved by the Consultant, EDP. The Preconstruction meeting was held on 5/23/11 with EDP, CP Railroad, Pipevision and their sub contractors Lash Contracting and Godwin Pumps. Work is scheduled for June, July and August 2011. Relining will be downstream from the last phase at Coons Crossing Road. Godwin Pump will be mobilizing on June 1st to install the bypass pumping. This is the third phase of the relining based on a previous study which established a priority list. There is approximately 90,000 feet of reinforced concrete pipe between the Treatment Plant and Saratoga Springs. Upon completion of Phase 3, approximately 10,000 feet will be relined at a cost of about \$400 per foot. The relining is included in our Long Term Capital Plan until all areas of concern have been addressed.

CK & Kashmiri Upgrades in the Town of Clifton Park – 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. The pre-construction meeting was held on 5/23/11. The project is scheduled for completion in 2011. A most recent schedule for work was received today and completion is anticipated in September 2011, the work schedule is contingent on service upgrades from National Grid.

2011 CAPITAL PROJECTS –

McDonald Engineering – Saratoga Lake, 4 & 32; Project status report and field inspections are scheduled. A review meeting was held on 5/20/11 with the Consultant, Sewer District Staff and Commissioners; Davis, Bold, Doyle and Nelson. Presented at the meeting was preliminary plans for Routes 4& 32 and the Saratoga Lake upgrade. Preliminary hydraulic analysis, property issues and grinder pump upgrades were discussed. McDonald Engineering has requested additional documents and information from the Sewer District. The next meeting is scheduled for 10:00 AM on 6/30/11.

Saratoga County Sewer District Northern Treatment Plant RFP- The Contract for a feasibility study to Delaware Engineering has been executed, a kick off meeting was held 5/25/11 at 2:00 PM. In attendance were Staff, Commissioners; Davis, Crowley, Doyle and Nelson. Further meetings are scheduled in the near future.

Incinerator upgrade RFP –The Contract to Delaware Engineering has been executed, a preliminary design meeting was held 5/20/11 with Delaware’s sub contractor; Lou Barry from Chavond Barry. An internal inspection of the incinerator will be held when a time is coordinated between the Consultants and the schedule for incineration.

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 is expected to be available soon. 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. A meeting and tour with Staff and Global Foundries took place on May 4, 2011. Currently, flows have been reduced, but when the “tools’ are installed and trial runs with clean water occurs, the flows will increase. Discharge from the Administration building has been permitted. Approval of additional permits for the Spline Bldg, CUB Bldg, FAB Bldg and for several temporary facilities will be issued within the next week.

ROUTE 50 PUMP STATION- Exit 15, Town of Wilton, 5/18/11a meeting with Mike Mooney from the Wilton Water & Sewer Authority, their Consultant EDP, Director James DiPasquale and Collection Systems Manager Grant Eaton was held regarding reconstruction of the Route 50 Pump Station. The Pump Station was originally put in to serve the Wilton Mall discharging by force main under the Northway through Christina Court to Jones Rd. Thru the years a cooperative effort between SCSD and Wilton Water and Sewer has provided long term service in the area. Previously, thru the efforts of Wilton Water and Sewer, the Excelsior Ave. line that leads into the Saratoga Springs Pump Station was upgraded and WWSA also extended a parallel Force Main up the Jones Road corridor. The Wilton Water and Sewer Authority Board has authorized finances to upgrade SCSD's Route 50 Pump Station.

LAB TESTING CONTRACT –Award of Contracts to: Adirondack Environmental Services for Lab sampling for a five (5) year period at per unit prices per the Bid, and Aquatox Research inc. for toxicity testing in the amount of \$9,800. At the last Commission meeting, a recommendation was sent to the Board of Supervisors to amend the contract with Phoenix Environmental to pay for the testing for the lab until a new contract could be approved.

Bids received through County Purchasing resulted in Aquatox Research Inc being the low bidder at \$9,800 for testing of whole effluent toxicity which is required for our SPEDES permit. The price is valid for a five (5) year period. No action is necessary as the contract is minor.

Adirondack Environmental Services contract is for day to day testing for compliance of the SPEDES permit. The five year contract will establish the unit price of analysis for this period. The number of tests varies; in the past \$20,000 to \$25,000 of tests occur per year necessitating a contract for over \$10,000 to be approved. *Commissioner Doyle made the motion to forward a recommendation to the Board of Supervisors for approving the contract with Adirondack Environmental Service for an amount based on per unit cost, Commissioner Crowley seconded. Commissioner Bold asked for clarification that the price per test will remain the same for five year without limitations. The motion passed to forward a recommendation to the Board of Supervisors to approve a five (5) contract with Adirondack Environmental based on per unit charge, 6 Ayes, 0 Nays.*

RESERVE CAPACITY EXTENSION – Pino, Route 146 Commercial & Light Industrial PDD, Town of Halfmoon. Lansing Engineers as designated agent for the project, requests the final extension for Reserve Capacity extending to December 1, 2011 Lansing Engineering cited the slowdown in the economy resulted in significant delay in commencement of construction. *Commissioner Bold made the motion to extend the Reserve Capacity the final six months to December 1, 2011, Commissioner Rinaldi seconded. No discussion. The motion to extend Pino's Reserve Capacity until December 1, 2011 passed; 6 Ayes, 0 Nays.*

DEDICATIONS: None are ready at this time; several are pending and are expected to be presented at the June Commission meeting.

ATTORNEY REPORT:

Attorney Wilcox asked for guidance from the Sewer Commission authorizing the County Legal Department to proceed with legal action against Ten Eyck Septic Hauler to recover the outstanding bill of \$8,300. There has been no response to letters issued by the Attorney. Ten Eyck Septic is currently active but have not been able to catch up with the billing. They do approximately \$24,000 per year with the Sewer District.

Attorney Wilcox asked for guidance from the Commission to authorize the County Legal Department to proceed with legal action against Ray Septic; the Hauler has been inactive and has an outstanding bill of approximately \$5,500. This morning a call was received asking for their outstanding amount as they are interested in resuming activity.

Attorney Wilcox has spoken with Director DiPasquale about establishing a policy of when to discontinue dumping privileges or inspection services, determined by the amount owed or by the number of days a bill is delinquent or both. *Chairman Davis asked for a motion to establish a policy; Commissioner Crowley made the motion to establish a policy and seconded by Commissioner Nelson. Director Jim DiPasquale suggested that Administration and the Legal Department confer to create a suggested policy to present to the Commission for their action. Commissioner Bold made a motion to table the motion for a policy at this meeting, Commissioner Doyle seconded. The motion was tabled.*

It was determined that until firm guidelines are established by the Commission, legal action against the two delinquent haulers will be delayed.

Attorney Wilcox made a suggestion that the Sewer Commission give authorization to the Executive Director to initiate payment for minor claims against the Sewer District that is determined by the Legal Department to be a situation the Sewer District is liable for. This would expedite minor claims; as it wouldn't be necessary to wait for a Commission meeting for approval. Chairman Davis suggested that the Sewer Commission give the Executive Director authorization to initiate payment for claims up to \$1,000 contingent on approval of the Legal Department. *Commissioner Bold made a motion to give the Executive Director authorization to initiate payment for claims up to \$1,000 with the approval of the County Attorney's office, Commissioner Rinaldi seconded the motion. The motion passed 6Ayes, 0 Nays.* Chairman Davis suggested that Commissioners Bold and Rinaldi also review these claims.

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – Commissioner Crowley will coordinate scheduling a meeting with Delaware Engineering and Supervisor Woods next week.

ENGINEERING COMMITTEE – Commissioner Doyle emphasized that for the Treatment Plant Upgrades Contracts; all Contracts for the project will not exceed the original contract price.

SEWER DISTRICT COUNTY WIDE COMMITTEE – Commissioner Nelson - At the August 2010 Commission meeting Chairman Davis formed a committee to survey the Towns not currently, entirely or partially within the Sewer District boundaries. The goal was to determine the interest in making Sewer District Boundaries County wide. In November 2010, Commissioner Nelson was appointed to chair the committee; other members are Commissioner Crowley and Commissioner Doyle.

In late December 2010 the County Attorney assisted with a letter that was sent to all the Town Supervisors of Towns which would be impacted with the change of boundaries signed by Commissioner Nelson. In March 2011 a follow up letter was sent to clarify questions raised by responding Supervisors, additionally an E-mail was sent and or a phone call was made within the last two weeks to Supervisors that have not yet responded to the survey. As a result of the responses, Commissioner Nelson recommended making a motion requesting the recommendation be made to the Board of Supervisors: the County Sewer District is requesting the approval from the Board of Supervisors to prepare maps and plans of the proposed revised Sewer District boundaries as provided for and required by County Law. Revisions should include the following Towns for total inclusion within the Sewer District boundaries: Charlton, Corinth, Day, Edinburg, Galway, Moreau, Saratoga and Stillwater. *Commissioner Rinaldi made the motion to forward a recommendation to the Board of Supervisors for approval; authorizing the Sewer District to prepare maps and plans of the revised Sewer District Boundaries, Commissioner Bold seconded the motion. Commissioner Bold asked what Towns would not be included in this. Commissioner Nelson responded negative responses were received for; portions of the Town of Milton and Greenfield not already included, and for the Towns of: Waterford, Hadley and Providence. There has been no response from the Towns of: Ballston, Clifton Park or Northumberland. The motion passed 6 Ayes and 0 Nays.*

A motion to adjourn the meeting was made by Commissioner Nelson. Commissioner Doyle seconded the motion. No discussion. The motion was passed; 6 Ayes, 0 Nays.

**NEXT COMMISSION MEETING
Wednesday, June 22, 2011
3:00 P.M. at the Treatment Plant**