

APPROVED MINUTES

**SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF DECEMBER 21, 2011
3:00 pm. at the Treatment Plant**

COMMISSIONERS PRESENT: Davis, Bold, Cannon, Crowley, Doyle and Ostapczuk

COMMISSIONERS EXCUSED: Loewenstein, Nelson and Rinaldi

ALSO PRESENT: James DiPasquale, Executive Director; Chad Cooke, Deputy Director; Linda MacNeal, Administrative Assistant; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Collection System Manager, Robert Wilcox, Assistant County Attorney; Ryan Moore, Management Specialist; Ed Hernandez, Delaware Engineering

PUBLIC COMMENT – None

CHAIRMAN’S COMMENTS- Chairman Davis welcomed Chad Cooke, the new Executive Director effective 1/1/12 replacing retiring Executive Director James DiPasquale.

Chairman Davis recognized James DiPasquale’s achievements during his fifteen plus years of service. DiPasquale came in during the middle of an expansion and guided the sewer district through the last expansion. Davis stated he was a very good leader and a team player and thanked him for his time. Director DiPasquale responded he was leaving with a large sense of accomplishment. Director DiPasquale also indicated that the accomplishments would not have been possible without the foresight of the Commission and the support of the Board of Supervisors.

Chairman Davis also acknowledged, with appreciation, Peter Crowley’s nineteen years of service as a Commissioner at the Sewer District. Chairman Davis thanked Commissioner Crowley for his substantial contributions over the years. A replacement due to his retirement has not yet been determined.

APPROVAL OF MINUTES of November 9, 2011. *Commissioner Doyle made the motion to approve the minutes of November 9, 2011. Commissioner Crowley seconded the motion. No discussion; 6Ayes, 0 Nays. The minutes of November 9, 2011 were approved.*

TREATMENT PLANT EXPANSION – Ed Hernandez, consultant with Delaware Engineering, stated that Gross Electric’s work is completed including punch list items and the final payment will be submitted when close out documents are received.

Jett Industries still have several punch list items to be completed; they have been on site this week and are expected to be here tomorrow.

2012 SCALE OF CHARGES - The 2012 schedule of Scale of Charges Resolution was adopted by the Board of Supervisors on December 20, 2011.

WILTON WATER AND SEWER AUTHORITY- The Board of Supervisors also passed a resolution on 12/20/11 for reimbursement in the amount of \$117,810.00 to WWSA for the upgrade of the Sewer District's Route 50 Pump Station in Wilton.

CAPITAL PROJECTS FOR UPGRADES:

2010 CAPITAL PROJECTS

Pipevision – Consultant EDP is waiting for submittals of close out documents for final payment as the project is complete.

CK & Kashmiri Upgrades in the Town of Clifton Park – Carver and Stilsing are the contractors. EDP is the consultant. The stations are fully operational. The Contractors are working on minor punch list items at both stations. Some site restoration may be weather related and not completed until the Spring 2012.

FEMA – Applications for reimbursement of approximately \$60,000 has been submitted for expenses incurred during the Storms of Irene and Lee. A meeting with FEMA and Sewer District Staff was held yesterday for signing documents and payment is expected in 6 months to a year.

2011 CAPITAL PROJECTS –

Mc Donald Engineering – Saratoga Lake, 4 & 32; plans reviewed by Chad, Grant and Jim Bold are 95% complete. McDonald Engineering submitted easements and Commissioner Bold and Councilman Polak will be meeting with the residents along Routes 4 & 32 in the Town of Halfmoon that will be affected by the proposed easements. Deputy Director Cooke will be contacting the Supervisors of the Towns involved to schedule public informational meetings. Deputy Director Cooke expects this project to go out for bid in Spring 2012.

Saratoga County Sewer District Northern Treatment Plant Project – Delaware Engineering held a meeting prior to the Commission meeting with Staff and Commissioners on the Committee. Delaware Consultant Ed Hernandez stated they have identified different options and will continue to develop them with suggestions received from the Commissioners on the Committee.

CEMS (constant emissions monitoring system) Contract Award- The Sewer District's Air Permit requires four tests a year for calibration. The Purchasing Department issued the bid for services and six (6) bids were received. The lowest bid was from Northern Engineering Inc. of South Windsor Connecticut in the amount of \$8,250. Based upon past experience from the last contract two (2) years ago, Director DiPasquale suggested to make the recommendation to the Board of Supervisors for a minor contract not to exceed \$15,000. This will allow additional testing in the event of malfunction of equipment without additional approval necessary from the Board of Supervisors. A similar process was completed two (2) years ago and a resolution was adopted by the Board of Supervisors. *Commissioner Doyle made the motion to forward a recommendation to the Board of Supervisors for approval of awarding the CEMS contract to Northern Engineering, Inc for \$8,250 not to exceed \$15,000, Commissioner Cannon seconded. No discussion. The motion to forward recommendation to the Board of Supervisors recommending awarding the CEMS contract to Northern Engineering Inc. of South Windsor Connecticut for \$8,250 not to exceed \$15,000 passed: 6Ayes, 0 Nays.*

Incinerator upgrade– Delaware Engineering prepared bid specifications for advertisement of the Incinerator upgrade. A pre-bid meeting was held on 12/2/11 with bids due on 12/16/11. Two (2) bids were received on 12/19/11. The low bidder was Industrial Furnace Company of Rochester, N.Y. in the amount of \$3,077, 200.00. Delaware Engineering performed a bid analysis and forwarded a recommendation to the Commission to award the contract to Industrial Furnace Company. *Commissioner Doyle made the motion to forward a recommendation to the Board of Supervisors awarding the incinerator contract to Industrial Furnace Company of \$3,077,200.00; Commissioner Bold seconded. Ed Hernandez, Delaware Engineering stated that it is not unusual to receive a limited number of bids as the work is highly specialized. Delaware Engineering and Chavond Berry have worked with this company on other similar projects. The disposal of sludge is a major expense for this project at a cost of approximately \$6,000 per day. Commissioner Ostapczuk inquired if this upgrade included addressing the new regulations, and Ed Hernandez responded that a stack test was included in the specifications for evaluation. The motion to forward a recommendation to the Board of Supervisors awarding the Incinerator upgrade to Industrial Furnace Company of Rochester, NY in the amount of \$3,077,200.00 passed; 6 Ayes, 0 Nays.*

COLLECTION SYSTEM INFORMATION:

LUTHER FOREST TECHNOLOGY CAMPUSTRUNK SEWER – This sewer line extends from Luther Forest Technology Campus at GLOBALFOUNDRIES and connects to the interceptor line at Coons Crossing Road. A meeting was held on 12/1/11 with Staff, C.T. Male, representatives from LFTC and Commissioners Davis, Doyle and Loewenstein regarding an issue that has been a concern for several months. A memo from John Dawes, LFTC, was received on 12/19/11 and forwarded to the Commissioners on the Engineering committee for review and response. Commissioner Ostapczuk responded with a couple of concerns on their proposal. Modifications in the memo included adding an intermediate manhole with an outside drop and replacing the 18” pipe with 30” pipe from the intermediate manhole to Manhole 6. The memo indicates that the proposed changes will result in a reduction of flow velocity from 20 ft/sec to 8 ft/sec. Commissioner Doyle stated the Commission would only accept dedication of the modifications following the successful completion of a flow test. A memo will be forwarded to John Dawes next week indicating the Commissions recommended changes to the plan.

ATTORNEY REPORT:

Mills Settlement – Sewer backups from the failure of a grinder pump at the Mills residence occurred several times due to hidden electrical problems. Mr. Mills submitted a payment request for \$5,388.38 which included repair of damages and clean up services by Quick Response. County Attorney Wilcox is satisfied the amount is appropriate and, following receipt of releases from Mills, payment can be issued. *Commissioner Crowley made a motion to authorize payment to Mr. Mills in the amount of \$5,388.38, Commissioner Doyle seconded. No discussion. The motion to authorize payment to Mr. Mills for \$5,388.38 passed; 6 Ayes, 0 Nays.*

Rays Saratoga Septic – The Septage hauler is in arrears for \$1,051.00 going back to October and has accrued an additional \$300.00 in December. As this is the second time this year he has been delinquent with payment, it was brought to the attention of the Commission. Discussion included how it was handled this summer and instructed Assistant County Attorney Bob Wilcox to draft a letter issuing a deadline of January 15, 2012 for payment. If payment is not received by the deadline, the Commission may require payment each time the hauler wants to discharge.

DEDICATIONS:

Rolling Hills Phase 2 – Town of Halfmoon. Clifton Park Materials Group LLC requests dedication of Rolling Hills Phase 2 off Cary Road consisting of a 45 lot subdivision. *The motion to accept dedication of Rolling Hills Phase 2 in the Town of Halfmoon from Clifton Park Materials Group LLC consisting of 45 lot residential subdivision off Cary Road including 2,335 ft of 8 inch sewer line and 16 manholes was made by Commissioner Bold and seconded by Commissioner Crowley. No discussion. Resolution 13-2011 accepting dedication of Rolling Hills Phase 2 in the Town of Halfmoon consisting of 45 residential lots, 2,335 ft. of 8 inch sewer line and 16 manholes passed; 6 Ayes, 0 Nays.*

SCSD Employee Food Drive – Food items were collected and delivered Monday to the Mechanicville Food Pantry. This was coordinated by Lab Director Tammy Ballestero after checking with the County Administrator’s Office for approval. The employees were very generous and 12 to 15 large boxes of food were delivered.

COMMITTEES:

FUTURE PLANT #2 COMMITTEE – This was covered previously by the report from Ed Hernandez from Delaware Engineering.

ENGINEERING COMMITTEE – This was covered previously with the discussion of Luther Forest Trunk Line.

SEWER DISTRICT COUNTY WIDE COMMITTEE – During the process of creating the RFP for this project, Deputy Executive Director Chad Cooke determined he needs to request an extension from the Board of Supervisors for completion of this project until at least June 30th of 2012, as the deadline is 12/31/11. *Commissioner Bold made the motion to approve requesting an extension of the completion of the project until at least June 30, 2012. Commissioner Doyle seconded. No discussion. The motion to approve requesting an extension of the completion of the project of maps, plans, report and SEQRA determination until at least June 30, 2012 passed; 6Ayes and 0 Nays.*

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

NEXT COMMISSION MEETING
Wednesday, January 25, 2012
3:00 P.M. at the Treatment Plant