

**APPROVED MINUTES**

**SARATOGA COUNTY SEWER COMMISSION No. 1  
MINUTES OF SEPTEMBER 26, 2012  
3:00 pm. at the Treatment Plant**

**COMMISSIONERS PRESENT:** Davis, Doyle, Loewenstein, Marshall, Nelson and Rinaldi  
**COMMISSIONERS EXCUSED:** Bold, Cannon, and Ostapczuk

**ALSO PRESENT:** Chad M. Cooke, PE, Executive Director; Sue Duff, Chief Operator; Grant Eaton, Maintenance Manager; Jesse McCartney, Maintenance Mechanic; William Bills, Quality Assurance Inspector; Scott Neahr, Maintenance Worker; Robert Wilcox, Assistant County Attorney; and Ed M. Hernandez , PE, Delaware Engineering.

**PUBLIC COMMENT:**

None

**CHAIRMAN’S COMMENTS:**

Chairman Davis indicated that one of the Sewer District’s staff was home recovering from an illness and passed a card around to Commissioners for signatures. Chairman Davis then turned it over to Director Cooke for some staff recognition.

Director Cooke commended Jim Vedder, Eric Hersey, Jesse McCartney, Scott Neahr, William Bills and Grant Eaton for extraordinary efforts while addressing a recent sewer main break. Chairman Davis recommended that a Letter of Commendation be placed in each employee’s file documenting the efforts that went above and beyond the call of duty.

**APPROVAL OF MINUTES of August 22, 2012.** *Commissioner Doyle made the motion to approve the minutes of August 22, 2012. Commissioner Rinaldi seconded the motion. No discussion. The minutes of August 22, 2012 were approved. 6 Ayes, 0 Nays.*

**TREATMENT PLANT EXPANSION :**

**Jett Contract** – Jett is expected to be on-site this week and next week to finish addressing a punch list item. Receipt of final paperwork from Jett to close out the contract is expected soon after.

**CAPITAL PROJECTS FOR UPGRADES:**

**Pipevision** – Consultant EDP is still waiting for close out documents for final payment to be made as the relining and site restoration is complete.

## **2011 CAPITAL PROJECTS :**

**Mc Donald Engineering** - Saratoga Lake, 4&32 - The Board of Supervisors recently awarded the project to the low bidder for General Construction, Kingsley Arms, and the low bidder for Electrical, Stilsing Electric. The District's engineering consultant, McDonald Engineering, is coordinating with the contractors to facilitate contract execution. Once contracts are executed, District staff along with the Commission's Engineering Committee, McDonald Engineering, and the contractors will have a pre-construction meeting to discuss schedule and public relations among other items.

Easements for the 4&32 portion of project have all been obtained with the exception of two (2). The County Attorney's Office and District staff are currently following through with eminent domain proceedings for these two (2) properties. Easements for the Saratoga Lake portion of the project continue to be received. Attorney Wilcox and Director Cooke will be visiting property owners door-to-door next week in an effort to obtain more signed easements.

**North Plant Project** – Chairman Davis commented that, in order to stay on schedule, an appraisal is needed for the 15 acres that the District is interested in at the County Landfill. *Chairman Davis made a motion to authorize the Executive Director to move forward with obtaining a minor contract to hire an appraisal firm to establish a value for the 15 acres. Commissioner Doyle seconded. Discussion involved the easements necessary in order to install piping from the Saratoga Springs pump station to the new plant site. The District's engineering consultant, Ed Hernandez, Delaware Engineering, indicated that the preliminary report has identified a significant easement is necessary from the City of Saratoga Springs in order to install a forcemain from the Saratoga Springs pump station to the new plant site. Additional easements may be identified after more detailed survey work is completed. The motion passed. 6 Ayes, 0 Nays.*

## **2012 CAPITAL PROJECTS:**

**Interceptor Relining/Repair Phase 4** – Bids were received on September 24, 2012 from six (6) contractors ranging in price from \$713,577.50 to \$1,1159,150.00. *Commissioner Doyle made a motion to recommend awarding the contract to the low bidder, Insituform Technologies, in the amount of \$713,577.50. Commissioner Nelson seconded. Discussion included comments that Insituform Technologies has successfully completed previous relining projects for the Sewer District. It was also discussed that the \$713,577.50 includes the base bid, bid alternate no. 1 and bid alternate no. 2. The motion passed. 6 Ayes, 0 Nays.*

**Non-Potable Water Pumps** – Bids were received on September 25, 2012 from two (2) contractors. *Commissioner Loewenstein made a motion to recommend awarding the contract to the low bidder, Avanti Control Systems, Inc., in amount of \$459,900.00 conditioned upon the District's engineering consultant, McDonald Engineering, report of its satisfactory review of the open litigation report/file of Avanti Control Systems and, alternatively, in the event of an unsatisfactory open litigation report, to recommend award of the contract to J Squared Construction Corp. as the second lowest and sole remaining bidder. Commissioner Marshall seconded. No discussion. The motion passed. 6 Ayes, 0 Nays.*

## **MISCELLANEOUS:**

**Sewer District Trucks** – *Chairman Davis made a motion that all new trucks purchased as part of the District's truck replacement program shall be safety green. The motion was unanimously approved.* Discussion included whether or not there were insurance savings associated with this color change. Director Cooke will look into it and report back to the Commission. Chairman Davis also requested a listing of motor vehicle accidents involving Sewer District trucks for the last five (5) years in an effort to track the effectiveness of the new truck color.

**Permit Fee Schedule** – Director Cooke provided the Commissioners with a revised permit fee schedule for new connections to the collection system. The revisions include clarifying that fees for connections for two or more family units are per lateral connection. In addition, clarifications were made separating repairs and new connections, new connections where there are currently no laterals present, and new connections to existing laterals. *Commissioner Marshall made a motion to accept the changes. Commissioner Nelson seconded. No discussion. The motion passed. 6 Ayes, 0 Nays.*

**Plant Entrance Pavement Markings** – Director Cooke reported that County Public Works will be painting a centerline and edge lines on the plant entrance road soon, weather permitting.

**ATTORNEY REPORT:**

None

**DEDICATIONS:**

None

**COMMITTEES:**

**FUTURE PLANT #2 COMMITTEE** – Commissioner Ostapczuk

**ENGINEERING COMMITTEE** – Commissioner Doyle

*A motion to adjourn the meeting was made by Commissioner Nelson and seconded by Commissioner Rinaldi. No discussion. The motion passed.*

**NEXT COMMISSION MEETING  
Wednesday, October 24, 2012  
3:00 P.M. at the Treatment Plant**