

**APPROVED MINUTES**

**SARATOGA COUNTY SEWER COMMISSION No. 1**  
**MINUTES OF DECEMBER 17, 2014**  
**3:00 PM at the Treatment Plant**

**COMMISSIONERS PRESENT:** Doyle, Bold, Loewenstein, Howe, Marshall, Ostapczuk and Rinaldi

**COMMISSIONERS EXCUSED:** Davis and Cannon

**ALSO PRESENT:** Chad M. Cooke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Grant Eaton, Maintenance Manager; Robert Wilcox, Assistant County Attorney.

**PUBLIC COMMENT:** None

**CHAIRMAN’S COMMENTS:** Commissioner Bold called the meeting to order and said he had a few items to discuss. He first mentioned the Project Summary Report included in the monthly agenda packet. He asked if it was necessary to have this report printed out each month and suggested emailing the ten (10) page report in an effort to reduce paper costs. The Commissioners agreed that quarterly email would be sufficient.

Commissioner Bold also mentioned Chairman Davis’ retirement. He said Chairman Davis has provided 30 years of service to the Sewer District and has certainly gone above and beyond. The Commissioners discussed plans for a dinner in his honor to thank him for his many years of service.

Commissioner Bold pointed out that the Sewer Commission Committees are usually set up each year by the Chairman and said information should be sent to the new Chairman to fill them by the next Commission meeting.

Commissioner Bold mentioned the O’Brien & Gere engineering evaluation study of the collection system and suggested that the Commission review the data periodically and stay on top of any changes.

Lastly he mentioned user rate increases. He said in his opinion, it behooves the Sewer District to continue an incremental rate increase due to infrastructure improvement needs and to maintain our fund balance.

**APPROVAL OF MINUTES of November 5, 2014.** *Commissioner Rinaldi made the motion to approve the minutes of November 5, 2014. Commissioner Marshall seconded the motion. No discussion. The minutes of November 5, 2014 were approved. 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

## **2014 CAPITAL PROJECTS:**

**Main Sewage Pumps** – O'Brien & Gere is currently reviewing shop drawings and contracts are currently being executed with Trinity Construction, Inc. Based on the projected lead time for the pumps, it is anticipated that the pumps will be installed and the project will be complete by late spring of 2015.

**Incinerator Alternative Study** – A kick off meeting is scheduled for tomorrow, December 18, 2014 with our consultant, GHD. Based on the project schedule provided in their proposal, a final report should be complete by the end of March. Executive Director Cooke will provide the Commissioners with monthly updates.

Executive Director Cooke said SCSD recently hired a consultant to inspect the scrubber to see if the skin on the scrubber can be repaired or if it needs to be replaced. The inspection is scheduled for next Monday, December 22, 2014. If the scrubber can be repaired, SCSD would complete the repairs and continue to incinerate through 2015 as a less expensive alternative to hauling sludge.

**Milton Pump Station Upgrade** – The upgrade project is underway and completion is slated for late Spring 2015. One of the bid alternatives for this project was the potential for undercutting under the building addition if existing soils were unsuitable. Executive Director Cooke was happy to report that the existing soils are acceptable and the \$75,000 undercutting expense will not be necessary.

Commissioner Marshall mentioned a previous discussion with regard to revising septage rates and Executive Cooke said he would prepare something and have it available at next month's meeting.

## **MISCELLANEOUS:**

**Commission Chairman** – Appointment for 2015. There was a brief discussion on the bylaws for the Saratoga County Sewer Commission and it was found that Commissioners serve by appointment of the Board of Supervisors and the Commission elects its own Chairman. There was an inquiry about the Chairman's term. Attorney Wilcox stated that the Commission can appoint for a specific term and the By-Laws can be amended at any time to reflect a specific term for the Chairman.

Commissioner Bold stated that Commissioner Howe has expressed interest in the Chairman position and he asked if anyone else had any interest. Commissioner Bold asked Commissioner Howe if he had anything he would like to say at this time. Commissioner Howe asked the Commission to reflect back on the letter that he sent them and he gave a brief speech.

*Commissioner Bold made a motion to appoint Commissioner Wayne Howe, Town of Milton, as Chairman of the Sewer Commission effective January 1, 2015. Motion was seconded by Commissioner Ostapczuk. No discussion. Motion passed: 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

**Pump Standardization** – Collection system grinder pumps. Similar to a standardization done in the past with Flyght pumps, Executive Director Cooke indicated that the Sewer District would like to standardize with E-One grinder pumps. He indicated that the Sewer District owns and maintains approximately 400 grinder pumps throughout the collection system and that 90% of the pumps are already E-One grinder

pumps. E-One grinder pumps are more reliable and require less maintenance than other grinder pumps that are manufactured by other companies and for reasons of economy and efficiency, the Sewer District would like to standardize the use of E-One grinder pumps for replacement and addition of new grinder pumps and equipment in the collection system.

*Commissioner Doyle moved the following resolution, seconded by Commissioner Loewenstein:*

RESOLUTION NO. SD 16-2014

WHEREAS, Saratoga County Sewer District #1 owns and operates over 400 grinder pumps throughout the collection system as part of handling up to 43 million gallons of sewage effluent per day collected from throughout the County of Saratoga, New York; and

WHEREAS, the Sewer District currently operates grinder pumps from several different grinder pump manufacturers; and

WHEREAS, the grinder pumps have numerous parts which require periodic maintenance and which deteriorate and break down over time requiring replacement; and

WHEREAS, the Sewer District has on hand an inventory of various replacement parts for the repair of all the different manufacturers' grinder pumps; and

WHEREAS, over the course of the last 15 years, the Sewer District has employed the use of a number of E-One grinder pumps manufactured by Environment One Corporation which currently comprise approximately 90% of the total inventory of the District's grinder pumps; and

WHEREAS, the Sewer District has found that the E-One grinder pumps are more reliable and require less maintenance than other grinder pumps that the Sewer District owns and maintains that are manufactured by other companies; and

WHEREAS, the Sewer District maintenance staff have become very familiar with control and maintenance of the E-one grinder pumps throughout the collection system; and

WHEREAS, there are significant efficiency and economic benefits to the Sewer District in reducing the number of spare parts necessary to service the various grinder pump types used throughout the collection system; and

WHEREAS, there are significant efficiency and economic benefits to the Sewer District in reducing the maintenance burden associated with the upkeep of non- E-One grinder pumps based upon the relative cost of replacement parts and maintenance and replacement history; and

WHEREAS, Environment One Corporation and their distributor have provided excellent on and off-site service with regard to the Sewer District's E-One grinder pumps; and

NOW THEREFORE BE IT RESOLVED, that the Sewer Commission hereby determines, for reasons of efficiency and economy, the designation of the Environment One Corporation's E-One grinder pumps as

the standard to be used in contracts for the repair, replacement, and addition of new grinder pumps and equipment in the collection system is in the best interest of the Sewer District and the County. *No discussion. The resolution passed: 7 Ayes, 2 Absent, 0 Nays.*

### **ATTORNEY REPORT:**

Attorney Wilcox stated that he had nothing legal to report at this time, other than a dedication for the Town of Ballston.

### **DEDICATIONS:**

**Stonebridge Subdivision Phase 2 (Lancaster Court) – Town of Ballston** – Traditional Builders, LTD requests dedication of the sanitary sewer infrastructure servicing the Stonebridge Subdivision Phase II at Lancaster Court in the Town of Ballston. *A motion to accept dedication of the Stonebridge Subdivision Phase II at Lancaster Court sanitary sewer infrastructure consisting of nine (9) manholes and approximately 1,352 ft of 8” PVC gravity sewer main in the Town of Ballston was made by Commissioner Doyle and seconded by Commissioner Marshall. Discussion involved if there were any conditions needed for approval. Attorney Wilcox said all legal documentation is complete. Resolution 17-2014 accepting dedication of Stonebridge Subdivision Phase II at Lancaster Court passed: 7 Ayes, 2 Absent, 0 Nays.*

### **COMMITTEES**

#### **Engineering Committee- Commissioner Doyle**

Commissioner Bold asked if there was anything else for discussion. Commissioner Marshall asked the reasoning for changing the Commission meetings to Thursday. Executive Director Cooke said there was a discussion at last month’s meeting with regard to changing the meeting date to the first Thursday of each month before the Law and Finance and Board of Supervisor meetings.

Commissioner Loewenstein inquired on the status of the aeration tanks. Executive Director Cooke reported that the tank was filled back up for the winter to avoid any freezing issues. He also reached out to Matt Centofante, President of Jett Industries, Inc., via email to follow up on the issues that were discussed at the October 30, 2014 meeting. Executive Director Cooke said Mr. Centofante responded via telephone and said Jett has hired Ryan Biggs as a structural engineer to look at the original design plans and said that Jett would come back in the Spring to repair the damages at their cost.

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

**NEXT COMMISSION MEETING  
Thursday, January 8, 2015  
3:00 P.M. at the Treatment Plant**