

APPROVED MINUTES

**SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF MAY 7, 2015
3:00 PM at the Treatment Plant**

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

COMMISSIONERS EXCUSED: All Present

ALSO PRESENT: Chad M. Cooke P.E., Executive Director; Anne Gorman, Confidential Secretary; Spencer P. Hellwig, County Administrator; Robert Wilcox, Assistant County Attorney and Patrick Hewlett, Global Foundries Senior Environmental Engineer.

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: None

APPROVAL OF MINUTES of April 9, 2015. *Commissioner Doyle made a motion to approve the minutes of April 9, 2015. Commissioner Rinaldi seconded the motion. No discussion. The minutes of April 9, 2015 were approved. 8 Ayes, 1 Abstain, 0 Nays.*

2014 CAPITAL PROJECTS:

Main Sewage Pumps – Pump No. 5 has been successfully removed. The contractor is preparing installation for the new pump and will leave pump No. 2 in place until the new pump No. 5 is installed. Delivery schedules have been discussed during the last couple of meetings and the latest delivery date for the pumps is now scheduled for May 22, 2015. The contractor anticipates approximately four (4) weeks for pump installation.

Executive Director Cooke indicated that there has been a considerable amount of coordination with the pump manufacturer as well as extensive shop drawing review for this project. Due to the complexity of the pumps, our consultant O’Brien & Gere has exhausted their construction administration/inspection budget for the project and is requesting additional funds. Executive Director Cooke said the consultant did not anticipate having to be on site more than a few times but they have already been here once for a preconstruction meeting and again to facilitate some issues with the contractor. Therefore, O’Brien & Gere are requesting an amendment to their contract in the amount of \$3,800.00 to facilitate pump startup inspection and certification when the work is complete.

Commissioner Loewenstein said the Engineering Committee discussed the consultant’s request for amendment and they agreed that the change is warranted due to the complexity of the pumps.

Commissioner Loewenstein made a motion to increase O'Brien & Gere's contract amount by \$3,800.00 for additional construction administration/inspection services. Commissioner Marshall seconded the motion. No discussion. Motion passed: 9 Ayes, 0 Nays.

Incinerator Alternative Study – The Engineering Committee met last week to discuss the draft report from our consultant, GHD. Executive Director Cooke submitted comments to GHD on May 6, 2015 asking them to prepare a response to those comments. Executive Director Cooke said he would reach out to them next week to get a timeframe.

Commissioner Loewenstein gave a brief summary of the Engineering Committee's discussion on the report. He also thanked Commissioner Ostapczuk for reviewing the report and providing input based on his expertise.

Executive Director Cooke said the incinerator is still operating. A yearly RATA (Relative Accuracy Test Audit) was scheduled and performed this week to verify the accuracy of the Sewer District's carbon monoxide and oxygen sensors. During the test, it was discovered that the oxygen sensor was not within the normal limits of calibration and the test had to be stopped. Executive Director Cooke said we will need to rent an oxygen analyzer to avoid disruption of operation until repairs are complete.

Milton Pump Station Upgrade – Executive Director Cooke reported that the new pumps have been installed for a couple of weeks now and are operating well. The bulk of the work has been completed at the pump station with the exception of the septage monster, motor room, restoration and paving work outside and the project is anticipated to be complete in the next couple of months.

Commissioner Loewenstein mentioned that there were some change orders approved at the last meeting with regard to construction modifications. The Engineering Committee had a lengthy discussion on a contract amendment from the designer, Environmental Design Partnership, with regard to additional design and construction administration/inspection services. The Committee agreed that this amendment request was fair and reasonable due to an alternate technology change during design, additional effort for rebidding, and additional construction inspection effort due to the complexity of the project. The total that EDP is requesting is \$57,700 (\$28,000 for design and \$29,700 for construction inspection).

Commissioner Loewenstein made a motion to forward a recommendation to the Board of Supervisors to approve increasing EDP's contract in the amount of \$57,700.00 for additional funds for design and construction services and amending the current contract amount of \$83,350.00 to \$141,050.00. Commissioner Doyle seconded the motion. Discussion involved the original RFP, change in scope and alternate modifications that necessitated additional cost to the designer. Motion passed: 9 Ayes, 0 Nays.

2015 CAPITAL PROJECTS:

Interceptor Relining Phase V– Insituform Technologies, Inc.'s contract was recently amended and approved by the Commission and the Board of Supervisors last month. The contractor is in the process of fabricating the liner to extend an additional 1,000 ft of relining work and we anticipate having that work completed by the end of this month and reopening a portion of the Zim Smith Trail that has been closed.

ATTORNEY REPORT:

Attorney Wilcox said the Sewer District received the consultant's report with respect to the main sewage pumps installed as part of the 2008 WWTP Upgrades and it will be discussed during Executive Session today.

DEDICATIONS:

The Mill at Smith's Bridge – Town of Wilton – Smith Bridge, LLC requested dedication of the sanitary sewer infrastructure servicing The Mill at Smith's Bridge Phase III in the Town of Wilton. *A motion to accept dedication of The Mill at Smith's Bridge Phase III in the Town of Wilton was made by Commissioner Ostapczuk and seconded by Commissioner Hale. Discussion involved if any easements were needed and Attorney Wilcox said there were no easements and all documents were in order. Resolution 8-2015 accepting dedication of The Mill at Smith's Bridge Phase III in the Town of Wilton consisting of 2 manholes and approximately 628 ft of 8" SDR 26 gravity main passed: 9 Ayes, 0 Nays.*

COMMITTEES:

Engineering Committee – Commissioner Loewenstein said the recent meeting went well. The Committee is working on preparing an RFP for on-call engineering services and they are also working on a long term capital plan for the Sewer District. The next meeting is scheduled for May 27, 2015.

Bylaws Committee – Commissioner Ostapczuk said a draft set of bylaws has been distributed to all the committee members. He asked if the Committee and the County Administrator could stay after for a few minutes to discuss one (1) item in an effort to distribute that item to the Commission prior to the next meeting for discussion.

Impact Committee – Commissioner Hale said a meeting is scheduled for Tuesday, May 12, 2015.

EXECUTIVE SESSION:

On a motion by Commissioner Cannon and seconded by Commissioner Marshall, the Commission moved to go into Executive Session at 3:31 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) for a discussion with Counsel regarding impending litigation regarding the 2008 plant expansion project.

On a motion by Commissioner Cannon and seconded by Commissioner Doyle, the Commission moved to go out of Executive Session at 4:03 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) and thereafter, adjourned the meeting.

Commissioner Bold made a motion to authorize Attorney Wilcox to forward correspondence in an attempt to resolve issues with regard to the design of the 2008 WWTP Upgrades. The motion was seconded by Commissioner Doyle. No Discussion. Motion passed: 9 Ayes, 0 Nays.

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

**NEXT COMMISSION MEETING
Thursday, June 4, 2015
3:00 P.M. at the Treatment Plant**