

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF DECEMBER 10, 2015 3:00 PM at the Treatment Plant

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

COMMISSIONERS EXCUSED: Cannon and Loewenstein

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

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe thanked everyone for their support with the incremental rate increase as well as the collector fee adjustment to the City of Saratoga Springs.

APPROVAL OF MINUTES of November 5, 2015. A lack of attending Commissioners prevented a majority vote.

2014 CAPITAL PROJECTS

Executive Director Rourke gave updates on the following projects:

Main Sewage Pumps –Main sewage Pump No. 5 is fully operational. It has been functioning for two (2) weeks with no issues. As of this past Monday, December 7, 2015, we were given the ok to start on Pump No. 2 but have not heard from the contractor, Trinity Construction, and are awaiting a work schedule.

Incinerator Alternatives Study – A finalized report from GHD is expected to be delivered by mid January. Once the report is received, further discussions will take place on what the Sewer District's plan will be moving forward. Executive Director Rourke sent a letter to NYSDEC and EPA with our final closure date of March 20, 2016. As discussed at last month's meeting, NYSDEC contacted us and said we would need to issue a final closure letter if we were not going to begin compliance by November 21st of this year with the new Title V regulations.

Milton Pump Station Upgrade – Executive Director Rourke contacted the Department of State (DOS) to get a temporary Certificate of Occupancy (CO) which they did provide to us. There were a few issues with the JWC panel with regard to a faulty transformer. The transformer has been repaired and we hope to begin accepting septage at the beginning of next week. The temporary CO states that we can offload septage and be inside only for maintenance. All other operations will need to wait until we receive both the building permit and the final CO. Executive Director Rourke also said we are waiting for a report from EDP to see what is needed to meet all the DOS's requirements.

Chairman Howe asked if there were any concerns with accepting septage at the pump station without having a dispatcher onsite. Executive Director Rourke said that an automatic card reader system has been implemented to which each septage hauler will receive a card with its own unique number. Once the card is swiped into the system the machine will turn on and the flow meter will log the amount of gallons offloaded. For the first couple of weeks we will ask the haulers to fill out manifest sheets to verify that things are working properly. Executive Director Rourke said maintenance staff will also be doing spot checks to make sure everything is going well and they will inform the haulers to call the WWTP should any issues arise.

2015 CAPITAL PROJECTS

Executive Director Rourke gave updates on the following projects:

Temporary Dewatering System – The project is 90% complete and we are awaiting the arrival of fifteen (15) more pumps. We are hoping to start up the system tomorrow with fifteen (15) pumps set in every other well around the tank and let it run over the weekend while the operators keep any eye on it and this will give us an idea on how long it will take to fill the tanks. The plan is to drain the tanks next week, prepare the diffusers for winter and have the engineer begin the initial inspection and start preliminary design. Executive Director Rourke said he is hopeful that this all happens next week but said variables impact how long it takes to dewater the site. The commission discussed the dewatering process and Executive Director Rourke said when the project is complete the tanks will be filled to protect the diffusers through the winter and then filled again in the spring. The system is semi-permanent and will be there if and when needed in the future.

MISCELLANEOUS

Increasing County Inspection Fees – Executive Director Rourke brought up for discussion the inspection rates for the Sewer District's Quality Assurance (QA) projects. He said the current fees for QA inspections are \$600/day or \$75/hr for the developer, we keep 30% or \$22.50/hr and the remaining 70% or \$52.50/hr goes to the inspecting engineers. Executive Director Rourke said he spoke with a couple of inspectors, namely Weston & Sampson who does a lot of our inspections, and 52.50/hr is on the low side for industry standards. The concern is that if the rate continues to be \$52.50, they will not be able to put the quality inspectors, who have worked our projects before, in the field because they will not be able to sustain the cost.

Executive Director Rourke proposed raising the rate to \$720/day or \$90/hr for the developer. He said if we keep the same ratio of 70/30, the inspector would receive \$63/hr. Executive Director Rourke said for comparison purposes, the Town of Colonie pays their inspectors \$70/hr. Deputy County Administrator Cooke added that this has been an issue for some time now and said that quality is being sacrificed as a result of low rates. The Commissioners agreed that it was time for a rate increase as the rates have not been raised in at least twelve (12) years. A few rate options were discussed and Executive Director Rourke said that he will prepare a Resolution with Attorney Wilcox's assistance and bring it forward at the next month's Commission meeting for review and approval.

ATTORNEY REPORT

Attorney Wilcox said the attorneys report would be discussed during executive session as it regards litigation. He also stated that Park Place at Wilton was not ready for dedication and will be deferred to the next meeting.

DEDICATIONS

None

COMMITEES

Engineering Committee – In Commissioner Loewenstein’s absence Commissioner Marshall mentioned there was an upcoming meeting scheduled with Finch Pruyn on December 16, 2015 at 2:00 P.M. here at the WWTP to discuss possible sludge hauling.

Growth Committee – Commissioner Hale said the Growth Committee has restarted their efforts and after having met with both the CDRPC and the Saratoga County Planning Department and getting feedback with regard to data review and mapping, the Committee did not see any immediate growth concerns that would cause substantial differences in the current rates of discharge into the plant. The Committee is looking to shift their focus on capacity related studies with areas with stress points, age of infrastructure and review of existing flow data from the 2000 study that may need to be updated. Moving forward the Committee is looking at possibly inviting professionals to update the study that was done in 2000 and marry it with the 2014 to see if there are any other areas of concern.

EXECUTIVE SESSION

On a motion by Commissioner Bold and seconded by Commissioner Ostapczuk, the Commission moved to go into Executive Session at 3:36 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) for a discussion with Counsel regarding pending litigation regarding the 2008 plant expansion project.

On a motion by Commissioner Doyle and seconded by Commissioner Bold, the Commission moved to go out of Executive Session at 3:45 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) and thereafter, adjourned the meeting.

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 7, 2016
3:00 P.M. at the Treatment Plant**