

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF JANUARY 7, 2016 3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Howe, Cannon, Doyle, Loewenstein, Marshall, and Rinaldi

COMMISSIONERS EXCUSED: Bold, Hale and Ostapczuk

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

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe wished everyone a Happy New Year. He said he appreciated how hard everyone worked on their Committees last year and for that, he was going to keep the Committees and Chairs the same. He also asked Commissioner Marshall to continue as Vice Chair and he gladly accepted.

APPROVAL OF MINUTES of November 5, 2015. *Commissioner Rinaldi made a motion to approve the minutes of November 5, 2015. Commissioner Doyle seconded the motion. No discussion. The minutes of November 5, 2015 were approved. 5 Ayes, 1 Abstain, 3 Absent, 0 Nays.*

APPROVAL OF MINUTES of December 10, 2015. Approval of minutes postponed to the next Commission meeting due to a lack of attending Commissioners which prevented a majority vote.

2014 CAPITAL PROJECTS

Executive Director Rourke gave updates on the following projects:

Main Sewage Pumps – Trinity Construction was going to begin working on Pump No. 2 this week; however, Jim Bolduc, Assistant Chief Operator, received a phone call stating they would follow up with a schedule. Executive Director Rourke continues to express his discontent each meeting and again today as Pump No. 2 has been sitting for a while now, waiting to be worked on. He is going to look into when the notice to proceed was issued, the contract duration and any other mitigating factors to see how far behind schedule they are.

Commissioner Doyle asked if there were any manufacturing issues. Executive Director Rourke said there were no issues. Pump No. 5 is working well and we are looking forward to getting Pump No. 2 installed.

Incinerator Alternatives Study – The final study should be delivered by the end of this month. Once delivered, Executive Director Rourke will distribute copies to all the Commissioners and have the Engineering Committee schedule a meeting to review the findings and discuss options going forward. In

relation to this, the Sewer District currently has an emergency hauling contract with a thirty (30) day cancellation date. Within the next month, we plan to cancel the short term hauling contract and bid out for a long term contract which will decrease the cost of sludge hauling from the plant. Executive Director Rourke said no matter what option we go with, a long term contract will still be needed and money has already been budgeted for this year.

Commissioner Marshall inquired about funding for regional studies through CDPRC or NYSERDA with regard to regional digestion and smaller WWTP's. There was a brief discussion on funding options and information pertaining to smaller municipalities. Executive Director Rourke said he would look into funding options and contact some other plants to get some information.

Chairman Howe said once the alternative study has been received and reviewed by the Engineering Committee, he would like all the Commissioners, including staff, to have a copy as well.

2015 CAPITAL PROJECTS

Executive Director Rourke gave updates on the following projects:

Temporary Dewatering System – The system was fully online for approximately 3.5 weeks and kept the water level about 2' below the bottom of the 2' section of the tanks slab. The system is now offline, the tanks are being filled for the winter and the wells are going to be capped until springtime. Executive Director Rourke said he was very pleased with how well the system worked. He said the contractor, Moretrench, was very knowledgeable and good to work with.

Commissioner Loewenstein asked if the parties to the ongoing litigation had an opportunity to inspect the damaged slab in aeration tank No. 7. Executive Director Rourke said there was a three (3) day span where weather conditions were good, guaranteeing that inspectors would be able to see the concrete at the bottom of the tank. The dates were told to all parties over one (1) week in advance. These dates happened to fall between Christmas and New Years and a couple of the parties were able to come. A couple of the parties tried to come this week but it wasn't feasible to allow them inside the tank as conditions were unsafe and there was 1" to 2" of ice inside the tank and de-icing operations were not feasible. Executive Director Rourke said inspections that were held have been well documented. Come spring time, we will likely be taking the tank down again for maintenance and will have discussions at that time regarding future inspections.

Bar Screen No. 1 and No. 2 Replacement – Executive Director Rourke and other staff are currently reviewing the plans for the project and preparing comments. The project will likely go out to bid within the next two months.

Bar Screen No. 3 and Mixer Project – Similar to the Bar Screen No. 1 and No. 2 Replacement project, plans are currently being reviewed and the project will likely be ready to go out to bid in 30-60 days.

MISCELLANEOUS

Increasing County Inspection Fees – Executive Director Rourke offered the following resolution with regard to inspection rates for the Sewer District's Quality Assurance (QA) projects as discussed at last month's meeting.

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

RESOLUTION NO. SD 1-2016

RESOLUTION NO SD1-2016, a resolution pertaining to the rates paid to the third party inspectors whose services are rendered through the Saratoga County Sewer District's Quality Assurance Program

WHEREAS, resolution No. 222-94 adopted by the Board of Supervisors gives authority to the Chairman of the Saratoga County Board of Supervisor's to enter into agreements with engineering firms to inspect new connections; and

WHEREAS, Article III of Local Law No.3 of the Year 1984, the Sewer Use Ordinance, states that each direct connection to the "DISTRCT SEWERAGE SYSTEM" shall be inspected; and

WHEREAS, Resolution 18-03 adopted by the Board of Supervisors put into effect the "Rules and Regulations Governing the Construction, Connection and Dedication of Sewer Systems"; and

WHEREAS, Section 3.2 of said Rules and Regulations titled "Fees Required" states that inspection fees shall be in such amounts as are established by the Saratoga County Sewer Commission from time to time; and

WHEREAS, the fees collected from the construction permittee are dispersed via the Saratoga County Sewer District No. 1 District, with 70% paid to the inspector and 30% retained by the district for administrative fees and field changes, and

WHEREAS, the rates paid to the District from permittees must reflect the District's requirement that licensed engineering firms conduct the subject inspections and that high quality inspectors and reporting are necessary to ensure a properly operating Quality Assurance Program; and

WHEREAS, it has been determined that the current rates do not match the goals of the District to provide high quality inspections going forward and that an increase in the inspection rate is necessary to maintain the current quality of the QA program.

THEREFORE BE IT RESOLVED THAT:

Saratoga County Sewer District No.1 authorizes an increase in the rate which the affected inspectors are paid through the permit holder from \$600/day (\$75/hour) to \$720/day (\$90/hour) for a typical 8 hour work day with all hours worked in excess of 8 being subject to a one and a half time multiplier. The new rate is to be applied to all QA program Exhibit 2 contract amendments that are submitted on or after February 1, 2016.

Discussion involved the importance of keeping up with industry standards. The Commission agreed that the rate increase is reasonable and will help us keep quality inspectors. Resolution passed: 6 Ayes, 3 Absent, 0 Nays.

ATTORNEY REPORT

Attorney Wilcox said there was not much to report with regard to ongoing litigation. All pleadings have been received and there is a period during which the parties will exchange requested information. It is still in the early stages and he didn't see a need to go into executive session at this time.

Attorney Wilcox mentioned Sewer Distinct easements and made reference to the Saratoga Lake and 4 & 32 project where we found there were some missing easements. He said this issue has resurfaced with easement clearing and it needs to be addressed. Attorney Wilcox said there are a couple of gaps that have been found already with easement clearing and he and staff are currently trying to piece together all the easements we have and do not have. He feels the Sewer District should review all the various pipe routes throughout the County. He said it may be a project for the future to identify the scope of the problem and then determine if a third party is needed in terms of potential legal issues and is a time consuming task.

Commissioner Loewenstein asked Attorney Wilcox if he was recommending the sewer District initiate a project to match all existing easements with our existing infrastructure and if so, who can do it. Attorney Wilcox said a title company was used for the Saratoga Lake project and that the area presently in question may be compact enough for District Administration to handle. He advised he and staff will start by taking a look at a few projects related to easement clearing and see what develops. If a lack of easements becomes a problem, the District may need to hire an outside contractor to look into the issue.

DEDICATIONS

Park Place at Wilton Apartments – Town of Wilton – Park Place at Wilton, LLC requests dedication of the sanitary sewer infrastructure servicing Park Place at Wilton Apartments consisting of a pump station, 9 manholes, approximately 1,542 ft of 8” PVC SDR gravity main and approximately 650 ft of 4” SDR forcemain in the Town of Wilton. *A motion to accept dedication of Park Place at Wilton Apartments was made by Commissioner Marshall and seconded by Commissioner Cannon. Discussion involved a conditional acceptance on the documents that were received for filing. Resolution 1-2016 accepting dedication of Park Place at Wilton Apartments in the Town of Wilton passed **conditioned upon the County Clerk's acceptance for filing of all involved instruments: 6 Ayes, 3 Absent, 0 Nays.***

COMMITTEES

Engineering Committee – An Engineering Committee meeting was held on November 17, 2015. The Committee discussed current flows from Global Foundries and reviewed the Sewer District’s current hauling contract. Commissioner Loewenstein said there is a sub-committee handling possible sludge hauling through Finch Pruyn and he will have to recues himself from those discussions. The Committee also discussed the use of interceptor relining dollars to offset potential future debt service as they develop a Capital plan. Commissioner Loewenstein said the Committee needs to develop a new Capital Plan and meet with the County Administrator as well as the Treasurer to look at financing.

Commissioner Loewenstein said the next Committee meeting will be contingent upon receipt of the final study from GHD with regard to the Incinerator Alternative Studies.

Growth Committee – Commissioner Hale – No Report

COMMISSIONER APPOINTMENTS

Three (3) Commissioners renewed their appointments with the Sewer District On January 4, 2016 per BOS Resolution 9-2016.

RESOLUTION 9 - 2016

Introduced by Chairman Wright

APPOINTING COMMISSIONERS OF THE
SARATOGA COUNTY SEWER DISTRICT COMMISSION

WHEREAS, Resolution 230-71, as amended by Resolution 127-72, established the nine member Commission for the Saratoga County Sewer District No. 1 and its initial membership; and

WHEREAS, the terms of three current members have expired; now, therefore, be it

RESOLVED, that the following individuals are appointed members of the Saratoga County Sewer District Commission for the stated terms:

<u>NAME/ADDRESS</u>	<u>MUNICIPALITY</u>	<u>TERM EXPIRES</u>
Richard C. Doyle 67 Lake Hill Road Burnt Hills, New York 12027	Ballston	12/31/2018
George Cannon 9 Elizabeth Lane Saratoga Springs, NY 12866	Saratoga Springs	12/31/2018
Robert Ostapczuk 38 Hopeful Lane Gansevoort, NY 12831	Wilton	12/31/2018

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

NEXT COMMISSION MEETING
Thursday, February 4, 2016
3:00 P.M. at the Treatment Plant