

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1

MINUTES OF MAY 5, 2016

3:00 PM at the Treatment Plant

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

COMMISSIONERS EXCUSED: Marshall

ALSO PRESENT: Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Grant Eaton, Maintenance Manager; William Bills, Assistant Maintenance Manager; Chad M. Cooke P.E., Deputy County Administrator; George Conway, Assistant County Attorney

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe said due to the nature of the Sewer Commission he would like to see an American flag in the room and possibly a State flag as well while they dispense with their meetings. He said if there is no objection from the Commission he would have Executive Director Rourke or Maintenance Manager Eaton look into it. There was no objection from the Commission and Maintenance Manager Eaton said he would take care of it.

APPROVAL OF MINUTES of April 7, 2016. *Commissioner Bold made a motion to approve the minutes of April 7, 2016. Commissioner Cannon seconded the motion. No discussion. The minutes of April 7, 2016 were approved. 5 Ayes, 3 Abstain, 1 Absent, 0 Nays.*

Executive Director Rourke gave updates on the following projects:

2015 CAPITAL PROJECTS

Bar Screen No. 3 and Mixer Project – We are currently waiting on bonds, insurance and an executed contract to issue a notice to proceed.

Bar Screen No. 1 and No. 2 Replacement – Three (3) bids were received for Contract No. 2 (Electrical Construction) for the Sewer District's WWTP Bar Screens No. 1 & 2 Replacement project ranging from \$105,200.00 – \$160,300.00. Spring Electric was the low bidder. Three (3) bids were also received for Contract No. 1 (General Construction) ranging from \$1.291M – \$1.7M. The low bidder was Jett Industries Inc.

Due to current litigations, Executive Director Rourke recommended that the Commission go into Executive Session for discussion. Chairman Howe requested a motion to go into Executive Session.

EXECUTIVE SESSION

On a motion by Commissioner Loewenstein and seconded by Commissioner Doyle, the Commission moved to go into Executive Session at 3:04 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 Ostapczuk and seconded by Commissioner Cannon, the Commission moved to go out of Executive Session at 3:34 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2).

Chairman Howe asked for motions to recommend awards to the low bidders for Replacement of Bar Screen No. 1 & 2 at Saratoga County Sewer District #1's WWTP.

Commissioner Bold made a motion to forward a recommendation to the Board of Supervisors to award Contract No. 1 (General Construction) to the low bidder, Jett Industries Inc., for a base bid of \$1.29M with a \$150,000.000 allowance for Replacement of Bar Screens No. 1 & 2 at Saratoga County Sewer District #1's WWTP. Commissioner Loewenstein seconded the motion. No Discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays

Commissioner Loewenstein made a motion to forward a recommendation to the Board of Supervisors to award Contract No. 2. (Electrical) to the low bidder, Spring Electric Inc., in the amount of \$85,200.00 for Replacement of Bar Screens No. 1 & 2 at Saratoga County Sewer District #1's WWTP. Commissioner Cannon seconded the motion. No Discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays

2016 CAPITAL PROJECTS

Interceptor Relining Phase VI – Four (4) proposals were received from qualifying engineering consultants with fees ranging from \$52,000.00 – \$87,100.00. Environmental Design Partnership (EDP) was the low bidder and their proposal met the requirements of the RFP. Commissioner Loewenstein gave a brief summary and his concern with taking the low bid for professional services.

Commissioner Bold made a motion to forward a recommendation to the Board of Supervisors to award the contract to EDP in the amount of \$52,000.00 for the next phase of Interceptor Relining Phase VI. Commissioner Doyle seconded the motion. Discussion involved the difference in bid pricing as well as scope and cost structure. Motion passed: 8 Ayes, 1 Absent, 0 Nays

Long Term Hauling Contract – Executive Director Rourke said the long term hauling contract that was awarded last month is not working out and the contractor, GottaDo Contracting, has not been performing up to standard. They were given time to improve but we have been backed up too many times with sludge. Executive Director Rourke had multiple conversations with the contractor regarding poor scheduling and lack of communication that was effecting our sludge processing. Due to inefficiencies of the current hauler, GottaDo Contracting, the Sewer District and Board of Supervisors have terminated their contract with a 30 day written notice per the contract. The termination letter was mailed on Monday, May 2, 2016.

Executive Director Rourke reached out to the second lowest bidder, Casella Organics, to see if they would honor their original bid price of \$76.81/wet ton which is \$2.15 above GottaDo pricing and equates to approximately \$43,000.00 increased cost over the course of one (1) year of hauling. Executive Director Rourke asked for a motion to award a contract to the second low bidder, Casella Organics.

Commissioner Bold made a motion to forward a recommendation to the Board of Supervisors to authorize a contract with the second lowest bidder; Casella Organics in the amount of \$76.81/wet ton for long term sludge hauling from the WWTP. Commissioner Hale seconded the motion. No discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays

MISCELLANEOUS

Lab Testing Services – These services have previously been put out for bid. Executive Director met with the County Attorney to see if there was any way to avoid the requirement to bid as lab services are crucial to the compliance of the Sewer District’s SPDES (State Pollutant Discharge Elimination System) Permit and the Sewer District relies on good laboratory testing. The County Attorney’s office has found and determined this to be a “professional service” and therefore no longer has to be bid out. Executive Director Rourke asked for a motion to enter into an agreement with Adirondack Environmental Services for Laboratory Testing services not to exceed \$35,000.00.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize an agreement with Adirondack Environmental Services in the amount of \$35,000.00 for a period of June 1, 2016 to December 31, 2017 for lab testing to ensure we are meeting NYSDEC permit limits. Commissioner Hale seconded the motion. Discussion involved the previous contracts and terms. Executive Director Rourke added that we have a good relationship with Adirondack Environmental and have used their services for the past five (5) years. Motion passed: 8 Ayes, 1 Absent, 0 Nays

ATTORNEY REPORT

Attorney Conway said he was filling in for Attorney Wilcox and there was no status report on the ongoing litigation at this time. He said there was one dedication that Attorney Wilcox recommended contingent upon receipt of an original Letter of Credit.

DEDICATIONS

Glen Meadows Subdivision Phases III & IV – Town of Halfmoon – Abele Builders Inc. requested dedication of the sanitary sewer gravity mains servicing The Glen Meadows Subdivision Phases III & IV in the Town of Halfmoon. *The motion to accept dedication of Glen Meadows Subdivision Phases III & IV in the Town of Halfmoon consisting of (11) manholes and approximately 2,172 ft of 8” PVC gravity main was made by Commissioner Bold and seconded by Commissioner Cannon. Discussion involved conditions for acceptance. Resolution SD 7-2016 accepting dedication of Glen Meadows Subdivision Phases III & IV in the Town of Halfmoon **conditioned upon receipt of an original Letter of Credit** passed: 8 Ayes, 1 Absent, 0 Nays.*

COMMITTEES

Engineering Committee – Commissioner Loewenstein thanked Commissioner Bold for reviewing the debt service payments in the upcoming years as it relates to the Sewer District’s Capital Plan. He said the Committee will need to meet and go over these figures and develop a final plan.

Commissioner Bold said there will need to be a collaborative approach for limitations of funding and needs for the infrastructure. The Committee will need to do a little more research before meeting with the County Administrator and County Treasurer.

Executive Director Rourke said he is compiling a list of projects for the County Treasurer so everyone is on the same page. Commissioner Bold said he would like to see the Engineering Committee moving forward with this. Commissioner Loewenstein said he will schedule a Committee meeting, with focus on this, prior to the next Commission meeting.

Deputy County Administrator Cooke said there may be some finance opportunities available for refinancing existing debt and the County Treasurer would be able to provide information on that.

Commissioner Ostapczuk asked if we have leveraged anything on a CFA loan or on any quality improvement grants. He said it may be worth looking into but an engineering report will need to be submitted. Executive Director Rourke agreed that it was worth looking into.

Commissioner Loewenstein asked if there has been any progress on the talks about putting together an RFP to televise the lines and do a condition survey as well as a capacity analysis. Executive Director Rourke said he received an email from Commissioner Hale regarding that and will be scheduling a meeting to discuss it.

Chairman Howe thanked Commissioner Loewenstein and his Committee for all their efforts and hard work with the Capital Plan. He said he would like to get the Engineering Committee and the Growth Committee together at some point in the near future.

Growth Committee – Commissioner Hale said he was putting together a meeting time and would be getting back to Executive Director Rourke shortly with a date. He said the Committees findings are that the collection system limitations we are anticipating are not so much driven by developments but rather limitations within the infrastructure itself. It was recommended that the District do a needs assessment and identify critical areas and perform a televised analysis assessment to effectively get an inventory and establish what is needed moving forward with a possible full study to follow. He said there are a lot of things to consider and it is just a matter of bringing it all together to see what assessments are required.

Chairman Howe also thanked Commissioner Hale and his Committee for all their efforts.

Executive Director Rourke mentioned that the next Sewer Commission meeting will be changed from June 2, 2016 to June 9, 2016.

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

**NEXT COMMISSION MEETING
Thursday, June 9, 2016
3:00 P.M. at the Treatment Plant**