

## APPROVED MINUTES

### SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF NOVEMBER 3, 2016 9:15 A.M. at the COUNTY OFFICES

**COMMISSIONERS PRESENT:** Howe, Cannon, Doyle, Hale, Loewenstein, Ostapczuk

**COMMISSIONERS EXCUSED:** Bold, Marshall and Rinaldi

**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; William Bills, Assistant Maintenance Manager; Spencer Hellwig, County Administrator; Chad M. Cooke P.E., Deputy County Administrator; Robert Wilcox, Assistant County Attorney; Stephen Williams, *Daily Gazette*; Peter Martin, Saratoga Springs Supervisor

Chairman Howe called the meeting to order. He said in the absence of a flag the Commission would forgo the Pledge of Allegiance.

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe thanked everyone for showing up for the Public Hearing and supporting the Sewer District and its staff.

**APPROVAL OF MINUTES of October 6, 2016.** *Commissioner Cannon made a motion to approve the minutes of October 6, 2016. Commissioner Hale seconded the motion. Due to a shortage of members who attended the subject meeting, the minutes of October 6, 2016 were tabled: 4 Ayes, 1 Abstain, 4 Absent, 0 Nays.*

#### **2017 SCALE OF CHARGES**

*Commissioner Loewenstein made a motion to forward the proposed Scale of Charges for 2017 to the Board of Supervisors for approval. Commissioner Ostapczuk seconded the motion. Discussion involved attendance at the Public Hearing. Commission Cannon said he would like to see the Board of Supervisors attend the Public Hearings for the Sewer Districts' yearly sewer rates in the future. The motion for approval of the proposed Scale of Charge for 2017 as presented at the Public Hearing held at 9:00 A.M on November 3, 2016 to be forwarded to the Board of Supervisors for approval was approved: 4 Ayes, 4 Absent, 1 Nays.*

#### **2015 CAPITAL PROJECTS**

**Bar Screen No. 3 and Mixer Project** – Executive Director Rourke reported that the project was moving along. Demolition for sludge tank No.1 and No. 4 were complete and we are currently awaiting inspection for both. The new mixer installation is still slated for January of next year.

**Incinerator Alternatives Study** – Executive Director Rourke asked for a motion to amend GHD’s contract in the amount of \$17,200.00 to amend their final report to include other technologies that have come to light since the finalized report. Executive Director Rourke gave a quick overview of those technologies to be included:

- 1) **Biowaste Pyrolysis Solutions** – An alternative to incineration. The manufacturer offers a unique structure for potential savings to capital costs.
- 2) **Lystek (Thermal Hydrolysis Process)** – Creates a class A biosolid that can be used as a natural fertilizer. It offers lower capital cost with options for third party management of the end product.
- 3) **Schwing Bio-Set** – A technology that GDH would like us to consider and include in the study.
- 4) **Updated analysis of incinerator** – Incinerator analysis with a third party, Lou Barry, who is very familiar with our incinerator. This would be very beneficial for a small additional cost.

Executive Director Rourke said GHD’s original Contract was \$42,500.00 with one (1) amendment in the amount of \$14,000 for additional engineering services for a more phased approach regarding each incineration alternative. He said this second (2<sup>nd</sup>) amendment in the amount of \$17,200.00 would amend GHD’s contract from \$56,500.00 to \$73,700.00. Executive Director Rourke said due to the magnitude of this decision, he felt it is worth the expenditure and that a comprehensive study of all technologies should be completed.

*Commissioner Loewenstein made a motion to forward a recommendation to the Board of Supervisors to approve GHD’s contract amendment in the amount of \$17,200.00 to include additional technologies in the Incinerator Alternatives Study Report, increasing GHD’s contract amount from \$56,500.00 to \$73,700.00. Commissioner Cannon seconded the motion. Discussion involved present worth analysis comparing the original and proposed technologies and technical evaluations as well as the magnitude and significance of this project and how it will impact the Sewer District’s WWTP long term operations. Motion passed: 5 Ayes, 4 Absent, 0 Nays.*

\* Spencer Hellwig, County Administrator joined the meeting\*

## **2016 CAPITAL PROJECTS**

**Odor Control RFP** – GHD was recently awarded the contract for the Odor Control RFP and preliminary studies have begun. Executive Director Rourke said he hopes to have an initial cost analysis of differing technologies by the January meeting.

Commissioner Loewenstein said he had a couple of things to add. He mentioned that Commissioner Bold could not be present today but has asked to be kept apprised of the status of the Odor Control Project. Executive Director Rourke said he would reach out to him via email and give a status update.

Commissioner Loewenstein also mentioned that the current odor control mechanism was the incinerator. He said that since the incinerator is down, it is beneficial that GHD does both alternative studies and if the incinerator proves again to be the choice for handling sludge, that will drive the odor controls study as well.

Commissioner Ostapczuk inquired if anyone has looked into who has let their Title V Permit go, or who is not going to use it and reapply. Executive Director Rourke said the Sewer District was told by the State that submitting a final closure notice does not necessarily require us to meet the new Title V regulations for new SSI's compared to existing SSI's (Sewage Sludge Incineration) but he said it is certainly something to look into.

## **ATTORNEY REPORT**

### **DEDICATIONS:**

**Heritage Pointe Subdivision** – Town of Clifton Park – Heritage Builders Group, LLC requested dedication of the sanitary sewer infrastructure servicing Heritage Pointe Subdivision in the Town of Clifton Park. *The motion to accept dedication of Heritage Pointe Subdivision consisting of (35) manholes and approximately 5,420 ft of 8" SDR-26 gravity main was made by Commissioner Hale and seconded by Commissioner Cannon. No discussion. Resolution SD 19-2016 accepting dedication of Heritage Pointe Subdivision in the Town of Clifton Park passed: 5 Ayes, 4 Absent, 0 Nays.*

**Home of the Good Shepherd** – City of Saratoga Springs – Rosen Development Company, Inc. requested dedication of the sanitary sewer infrastructure servicing the Home of the Good Shepherd in the City of Saratoga Springs. *The motion to accept dedication of Home of the Good Shepherd sewer system consisting of (9) manholes and approximately 685 ft of 8" SDR-26 gravity main was made by Commissioner Cannon and seconded by Commissioner Ostapczuk. Discussion involved the name of the dedicator. Commissioner Loewenstein made a motion to amend the name of the dedicator from Rosen Development Company Inc. to **The Church Aid of the Protestant Episcopal Church in the Town of Saratoga Springs, Inc. DBA Home of the Good Shepherd.** Commissioner Hale seconded the motion. Resolution SD 20-2016 accepting dedication of the Home of the Good Shepherd in the City of Saratoga Springs passed: 5 Ayes, 4 Absent, 0 Nays.*

\*Commissioner Doyle joined the meeting \*

### **2017 SCALE OF CHARGES**

*Commissioner Loewenstein made a motion to revisit the action relative to the Proposed Scale of Charges for the collection, conveyance, treatment and disposal of sewage for 2017. Commissioner Ostapczuk seconded the motion. No Discussion. Motion passed: 5 Ayes, 3 Absent, 1 Nays.*

Chairman Howe gave Commissioner Doyle a recap of the motion for the 2017 Proposed Scale of Charges including a \$15.00 user rate increase. He said there was a question about whether the rate schedule carried with four (4) affirmative votes and, further, that it would be appropriate, were Commission Doyle to vote in favor of the proposed rate schedule, that it be approved by a majority of the full Commission. Chairman Howe indicated that, with Commissioner Doyle's arrival, the motion could be reconsidered.

*Commissioner Ostapczuk made a motion to forward the proposed Scale of Charges for 2017 to the Board of Supervisors for approval. Commissioner Doyle seconded the motion. No discussion. The motion for approval of the proposed Scale of Charges for 2017 as presented at the Public Hearing held at 9:00 A.M on November 3, 2016 to be forwarded to the Board of Supervisors for approval passed: 5 Ayes, 3 Absent, 1 Nays.*

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

**NEXT COMMISSION MEETING  
Thursday, December 8, 2016  
3:00 P.M. at the Treatment Plant**