

# APPROVED MINUTES

## SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF APRIL 6, 2017 3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Cannon, Doyle, Hale, Hotaling, Marshall, Ostapczuk and Thompson

**COMMISSIONERS EXCUSED:** Howe and Loewenstein

**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; Chad M. Cooke P.E., Deputy County Administrator; Robert Wilcox, Assistant County Attorney

Vice Chairman Ostapczuk called the meeting to order and welcomed everyone in attendance.

**PLEDGE OF ALLEGIANCE:** Led by Vice Chairman Ostapczuk

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** None

**APPROVAL OF MINUTES of March 9, 2017.** *Commissioner Doyle made a motion to approve the minutes of March 9, 2017. Commissioner Hotaling seconded the motion. No discussion. The minutes of March 9, 2017 were approved. 5 Ayes, 2 Abstain, 2 Absent, 0 Nays.*

### 2015 CAPITAL PROJECTS

**Bar Screen No. 3 and Mixer Project** – Executive Director Rourke advised there was an issue last week with the new mixer that was installed in tank No. 4. He stated there was a mishap at the factory and the manufacturer sent us a 1<sup>st</sup> generation mixer, as opposed to a 2<sup>nd</sup> generation mixer. He showed the Commissioners a diagram on the flat screen monitor pointing out bolt holes and bolts that were sheared off on the new mixer. The manufacturer (INVENT) is going to cover all costs associated with the mixer as well as ancillary costs, including any additional wear to our sludge pumps. Executive Director Rourke said INVENT was able to provide a quick turn around regarding reordering and shipping of the new parts; however, the project will be delayed 2-3 weeks.

**Bar Screen No. 1 and No. 2 Replacement** – Executive Director Rourke said the project is moving relatively slow but he is hoping to at least get gates installed for the 1<sup>st</sup> channel. Executive Director Rourke said he will be checking the Notice to Proceed date and the contract's timeline, but as it is now, the contractor is battling daily just to divert the flow.

## **2016 CAPITAL PROJECTS**

**Odor Control** – Executive Director Rourke said he received 60% of the design plans from the engineer, GHD Consulting Services, Inc. The plans will be reviewed and returned to the engineer, within the next 4-5 days, to allow them to complete the final design for the engineered media concrete biofilter. Executive Director Rourke said this will be located by the sludge holding tanks on the southeast side of the WWTP.

Commissioner Thompson mentioned that he spoke to Executive Director Rourke regarding some odor complaints the mayor received from residents of the City of Mechanicville. Commissioner Thompson said he also lives in the City and some days the odor is pretty bad on the south end. Executive Director Rourke said the Sewer District is working towards a solution for odor control at the treatment plant. He offered to provide a synopsis of what the Sewer District is working on as well as a timeline for completing the project. He also added that due to a recent manufacturer failure, tanks have had to be taken down and doors removed in order to do inspections. Unfortunately, those are some of the worst days for odor issues.

**Interceptor Relining Phase VI** – Executive Director Rourke said the bypass piping has been mobilized and the subcontractor is beginning to fuse piping. He said the goal is to start relining the Zim Smith Trail culvert Thursday of next week, then the following week, Monday, April 17, 2017 start slip lining by Underpass Road and Curtis Lumber in Ballston Spa.

## **2017 CAPITAL PROJECTS**

**Round Lake, Moe Road and MTP Pump Station Design** – Executive Director Rourke said the engineer, MJ Engineering & Land Surveying, P.C., is under contract. He is hoping to start preliminary flow monitoring next Thursday, April 17, 2017 and schedule a start date.

**Rate analysis/Cost of Service Study RFP** – Executive Director Rourke said two (2) proposals came back for the rate analysis/cost study. A matrix scoring sheet was provided in the agenda packet for the Commissioners to review. Arcadis of New York, Inc. scored the highest and their cost was \$39,980.00. The 2<sup>nd</sup> proposer was Raftelis Financial Consultants and their cost was \$78,905.00. Executive Director Rourke said both proposals were good. He pointed out that there were cost savings seen with Arcadis because they are local and familiar with the Sewer District's Scale of Charges, which was referenced in their proposal. Executive Director Rourke asked for a motion to recommend award to Arcadis of New York, Inc. in the amount of \$39,980.00 to move forward with the Rate analysis/Cost of Service Study.

*Commissioner Marshall made a motion to forward a recommendation to the Board of Supervisors to award a contract to Arcadis of New York, Inc. for a Rate Analysis and a Cost of Service Study in the amount of \$39,980.00. Commissioner Hotaling seconded the motion. Discussion involved cost savings and bonding for future projects. Motion passed: 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

## **ATTORNEY REPORT**

Attorney Wilcox said he continues to work with Executive Director Rourke on Ballston Lake Sewer District matters. He said anything else regarding litigation can be addressed during executive session.

## **EXECUTIVE SESSION**

*On a motion by Commissioner Cannon and seconded by Commissioner Marshall, the Commission moved to go into Executive Session at 3:13 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. Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

*On a motion by Commissioner Marshall and seconded by Commissioner Ostapczuk, the Commission moved to go out of Executive Session at 4:02 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2). Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

## **DEDICATIONS:**

**Mackey Subdivision** – B&A Development, LLC has requested dedication of the sanitary sewer infrastructure servicing the Mackey Subdivision located at 16-25 Kendra Drive in the Town of Clifton Park. *A motion to accept dedication of Mackey Subdivision was made by Commissioner Hale and seconded by Commissioner Cannon. Discussion involved a conditional dedication upon receiving original documentation for filing. Resolution 2-2017 accepting dedication of Mackey Subdivision consisting of 1 manhole and approximately 710 ft of 2” DR-11 low pressure forcemain in the Town of Clifton Park **conditioned upon the Saratoga County Attorney’s Office receiving the original Subordination Agreement of Donald Lucarelli d/b/a C&C Lending suitable for filing with the County Clerk** passed: 7 Ayes, 2 Absent, 0 Nays.*

## **COMMITTEES:**

**ENGINEERING COMMITTEE** – Commissioner Marshall said the Engineering Committee met on Tuesday, April 4, 2017. The financial report for the Rate analysis/Cost of Service Study was received and discussed, to which a recommendation was just made and passed today. The Committee also discussed the incinerator alternative addendum that was recently received from GHD. Commissioner Marshall said even though incineration is the recommended route at this time, the Committee remains concerned with incineration and its longevity. Commissioner Marshall also said while the Sewer District is still waiting for the results of the joint feasibility Study with Albany County for anerarobic digestion, he thinks it’s prudent to wait for the results of that study before making a decision on choosing a path going forward.

Executive Director Rourke said proposals for the joint feasibility study are due April 14, 2017 with a six (6) month schedule and it will be October or November before information is received from that study. He said this will be good because the Rate analysis/Cost of Service Study will run parallel with the joint feasibility study.

**APPEALS COMMITTEE** – The Appeals Committee met with Global Foundries on Wednesday, March 29, 2017. Information was presented and reviewed with regard to the Notice of Violation which Global Foundries appealed at last month’s Commission meeting. Commissioner Doyle gave a brief summary of what was discussed and presented at the meeting. The Appeals Committee reviewed the information and agreed that the violation should stand.

*Commissioner Doyle made a motion to deny Global Foundries appeal from the Notice of Violation received, on February 28, 2017, from Saratoga County Sewer District #1 (SCSD #1) for an exceedance of their oil and grease permit parameter. Commissioner Thompson seconded the motion. Discussion involved following standard methods for grab samples as well as standard inspections for pumps and grease traps. Motion passed: 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

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

**NEXT COMMISSION MEETING  
Thursday, May 4, 2017  
P.M. at the Treatment Plant**