

# APPROVED MINUTES

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

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

**COMMISSIONERS EXCUSED:** Howe and Cannon

**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; Tyler Anderson, Student Intern

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:** Vice Chairman Ostapczuk said Chairman Howe could not be here today unfortunately and so he was filling in for him in his absence.

**APPROVAL OF MINUTES of June 1, 2017.** *Commissioner Marshall made a motion to approve the minutes of June 1, 2017. Commissioner Hale seconded the motion. No discussion. The minutes of June 1, 2017 were approved. 5 Ayes, 1 Abstain, 3 Absent, 0 Nays.*

Executive Director Rourke introduced our student intern, Tyler Anderson, who attends Penn State University and is going into his senior year, majoring in aerospace engineering. Tyler has worked for the County for the last three (3) summers at the Department of Public Works (DPW) and wanted to get some experience in a different environment.

### **2015 CAPITAL PROJECTS**

**Bar Screen No. 3 and Mixer Project** – Executive Director Rourke said the mixers are installed and operating well. There are a couple of minor issues that are being worked out but other than that, the mixers are performing as they should. The contractor, Stephen Miller Construction, still needs to complete work on the bar screen but is waiting for Jett Industries Inc., to finish installing effluent gates on the Bar Screen No. 1 & 2 project here at the WWTP.

**Bar Screen No. 1 and No. 2 Replacement** – Executive Director Rourke said both new screens are installed and have been in operation for approximately three (3) weeks. There are some issues with noise and vibration that isn't typical for these types of screens so the manufacturer, Duperon, is coming out next week

to help work out the issues. Executive Director Rourke said the screens are operational, working very well, and are already making a positive impact downstream as well.

## **2016 CAPITAL PROJECTS**

**Interceptor Relining Phase VI** – Executive Director Rourke said the project is complete and the Zim Smith Trail is now open for public use.

**Odor Control** – Executive Director Rourke gave a brief reminder of the warning notice that was received 6-8 months ago from NYS DEC because our control device was not operational, which initiated a chain of events to procure consultants for design and go to construction on an alternative. He said bids were opened on June 29, 2017 and only two (2) bids were received, one (1) for the HVAC work and one (1) for the electrical work. Executive Director Rourke recommended a motion to award J & K Plumbing and Heating Co., Inc. HVAC Contract #1 in the amount of \$1,418,000.00. The Engineer's estimate was \$1.4M, which includes a \$65,000.00 miscellaneous work allowance for any unforeseen conditions. Executive Director Rourke also recommended a 2<sup>nd</sup> motion to award Spring Electric, Inc. Electrical Contract #2 in the amount of \$91,150.00, which includes a \$15,000.00 miscellaneous work allowance. Executive Director Rourke mentioned that we are a little over the original budget of \$1.2M, but with the sensitivity of the project he recommended moving forward with it. He added that funds are available based on Capital Project delays and savings allowing SCSD to pay for the added cost.

*Commissioner Loewenstein made a motion to forward a recommendation to the Board of Supervisors to award a contract to J & K Plumbing and Heating Co., Inc. in the amount of \$1,418,000.00 to perform HVAC construction for improvements associated with upgrades required by NYSDEC to comply with the site's Title V air emissions permit for the WWTP odor control system. Commissioner Hotaling seconded the motion. Discussion involved the explanation and reasoning for the lack of bids that were received as well as the engineering consultant's estimate and recommendations. Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

*Commissioner Marshall made a motion to forward a recommendation to the Board of Supervisors to award a contract to Spring Electric, Inc. in the amount of \$91,150.00 to perform Electrical improvements associated with upgrades required by NYSDEC to comply with the site's Title V air emissions permit for the WWTP odor control system. Commissioner Doyle seconded the motion. No discussion. Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

## **2017 CAPITAL PROJECTS**

**Round Lake, Moe Road and MTP Pump Station Design** – Executive Director Rourke said the design phase is going smoothly and the goal is to have the project out to bid by the end of this year and start construction next year. M. J. Engineering is on pace to meet the deadline and has been very good to work with.

**Rate Analysis and Cost of Service Study** – Executive Director Rourke said there was a kick off meeting yesterday, July 5, 2017 and the project is underway. The goal is to have a report by December of this year or by January of 2018. Executive Director Rourke said this will not affect our rates in 2018 necessarily, but the report will provide good information for use going forward regarding recommendations for rate structures, cost of service as well as calculating the cost of operating the wastewater treatment plant.

**Joint Feasibility Study – Regional Biosolids Handling Facility**– Executive Director Rourke said a kick off meeting was held this morning. The meeting went well and everyone is looking forward to getting started.

The goal with this project is to hopefully have a report by the end of this year, with a recommendation and a vetting of the different processes in order to make a decision on whether or not to join with Albany County for a joint digester facility. Commissioner Loewenstein asked if the results will have an impact on the Rate Analysis Study. Executive Director Rourke said he thinks the project will be an input to the model but he doesn't necessarily think it will affect the model.

### **ATTORNEY REPORT**

Attorney Wilcox said he did not have much to report other than he continues to work on the Church Hill Road Sewer District easements. He said the process is going slow, he is getting some responses but could use some help moving things along. He said there was one (1) dedication ready with no conditions.

### **DEDICATIONS:**

**Shoppes of Halfmoon** – Shops of Halfmoon, LLC requested dedication of the sanitary sewer infrastructure servicing the Shoppes of Halfmoon in the Town of Halfmoon. *A motion to accept dedication of the Shoppes of Halfmoon was made by Commissioner Hotaling and seconded by Commissioner Hale. No discussion. Resolution 7-2017 accepting dedication of the Shoppes of Halfmoon consisting of eight (8) manholes and approximately 852 ft of 8" SDR PVC gravity main located in the Town of Halfmoon passed: 7 Ayes, 2 Absent, 0 Nays.*

### **COMMITTEES:**

**ENGINEERING COMMITTEE** – The Committee set a meeting date for July 21, 2017 at 8:00 a.m. to go over Capital Projects for next year.

Commissioner Loewenstein commended the Commission and the leadership of Executive Director Rourke with the Rate Analysis Study and Joint Feasibility Study. He said these two (2) forward thinking documents will help plan for the future and it has been a long time coming. He added that Commissioner Hotaling's predecessor, Jim Bold, was a real advocate of doing this type of work and he can't wait to see the end product.

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

**NEXT COMMISSION MEETING**  
**Thursday, August 3, 2017**  
**P.M. at the Treatment Plant**