

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF OCTOBER 5, 2017 3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Howe, Cannon, Doyle, Hale, Hotaling, Loewenstein, Marshall and Ostapczuk

COMMISSIONERS EXCUSED: Thompson

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

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

PLEDGE OF ALLEGIANCE: Led by Commissioner Doyle

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe mentioned that Commissioner Hale has taken a new position out of the area and this will be his last meeting. He congratulated him and said he has been a great addition to the Sewer Commission and he will be missed. Chairman Howe advised he should be hearing from Supervisor Barrett soon on Mr. Hale's successor.

Commissioner Hale thanked everyone. He said he has taken a position with Tetra Tech Architects & Engineers. Currently he is splitting time between Ithaca and Albany with the eventual idea of moving on to Ithaca to help run their department out there. He said he was glad to have been able to serve on the Sewer Commission and he appreciated everyone's indulgence.

Chairman Howe said last month we discussed the Commissioner plaques and the flower plaque for retired Commissioner, Jim Bold. Sue Duff, Chief Operator and Anne Gorman, Confidential Secretary visited Jim and Chairman Howe asked Chief Operator Duff for an update.

Chief Operator Duff said she and Anne visited Jim last week and brought the Commissioner plaques, a picture of the garden plaque and the card signed by all the Commissioners. When Jim was presented with the picture and the card, he was overcome with emotion and was very happy that everyone thought to do that for him. Chief Operator Duff said he is doing well and getting stronger every day. Jim was very thankful and said he and his wife would try to take a ride down to see the flower garden and plaque here at the plant.

Chairman Howe and the Commissioners were all happy to hear Jim is doing well and thanked Sue and Anne.

APPROVAL OF MINUTES of September 7, 2017. *Commissioner Marshall made a motion to approve the minutes of September 7, 2017. Commissioner Hotaling seconded the motion. No discussion. The minutes of September 7, 2017 were approved. 7 Ayes, 1 Abstain, 1 Absent, 0 Nays*

2018 SCALE OF CHARGES

Approval of publication for the proposed rates for 2018 and scheduling the Public Hearing for 9:00 A.M., November 9, 2017 in the Board of Supervisors Chambers.

Chairman Howe advised that Executive Director Rourke had a presentation regarding the proposed scale of charges. Executive Director Rourke indicated he previously sent an email to all Commissioners and he was going to reiterate some of the information for those who didn't get a chance to review it. Executive Director Rourke gave a recap of the last few years showing average rates, revenues, other budgeted revenues as well as some rate increase options for 2018. Executive Director Rourke said the Sewer District is proposing a \$20.00 treatment rate increase which would equate to a 9% increase and an average \$239.00 per unit charge. A \$20.00 rate increase would move Saratoga County closer to the rates of other municipalities such as Albany, Rensselaer and Oneida Counties. He added that some of these counties have interceptors and a few pump stations but the size of the Sewer District's collection system is massive and includes approximately 500 grinder pumps and 96 pumps stations.

The Commission discussed debt services, projected revenues, Capital Projects and other budgeted revenues for 2018.

Commissioner Hale made a motion for approval of publication of the proposed Scale of Charges for 2018 and scheduling the Public Hearing at 9:00 A.M. on November 9, 2017 at the Board of Supervisors Chambers at the Saratoga County Municipal Center in Ballston Spa. Commissioner Doyle seconded the motion. Discussion involved reasoning for a rate increase including aging infrastructure, increased regulatory requirements as well as fee distribution by the City of Saratoga Springs. The motion for approval of publication of the proposed 2017 Scale of Charges and scheduling of the Public Hearing for Wednesday, November 9, 2017 at 9:00 A.M. at the County Complex passed: 5 Ayes, 3 Nays, 1 Absent

2015 CAPITAL PROJECTS

Bar Screen No. 3 and Mixer Project – Executive Director Rourke said Bar Screen No. 3 is currently having issues and staff is working with Duperon to get those issues resolved.

Bar Screen No. 1 and No. 2 Replacement – Executive Director Rourke said the FRP (Fiber Reinforced Plastic) doors are currently being installed and the project is on pace. Closeout paper work was reviewed today and the project should be completed within the next 30 days.

2016 CAPITAL PROJECTS

Odor Control – Executive Director Rourke said the contractor is on site performing demolition. The subcontractor, Jersen Construction Corp. has visited several times to determine where the odor control tank is going to be installed.

Aeration Tank #7 Repair – Executive Director Rourke said the project is going well. The concrete has been poured and everything has come up to strength. Executive Director Rourke said the aeration grid is approximately 1/3 installed and he is confident that we will meet the October 16th NYSDEC deadline.

2017 CAPITAL PROJECTS

Round Lake, Moe Road and MTP Pump Station Design – Executive Director Rourke advised 100% plans have been submitted for review. The plans will be reviewed within one (1) week and go out to bid in the next ten (10) days with an award most likely at the December meeting.

Rate Analysis and Cost of Service Study – Executive Director Rourke related he was advised the financial model is almost built. A meeting will be scheduled to go over the Capital Plan and get an opinion from the engineer, Arcadis of New York, Inc.

Joint Feasibility Study – Regional Biosolids Handling Facility – Executive Director Rourke reported the study is progressing. A technical memo was dispersed stating some of the solids loading criteria. He thought the memo was prepared well and solids loading were conservative. He added that if anyone would like to discuss the study they can contact him and he will forward them the information.

2018 CAPITAL PROJECTS

Ammonia Capacity Analysis and Aerations Upgrades – Four (4) proposals were received for the ammonia Capacity Analysis Aeration Upgrades ranging from \$253,900.00 to \$461,000.00. Executive Director Rourke referred to a scoring matrix sheet that was included in the agenda packet for the Commissioners to review. Executive Director Rourke said in his opinion, Clough Harbour & Associates (CHA) had the highest score and better proposal but the price was too high in comparison to the other firms. Executive Director Rourke recommended awarding the contract to Barton & Loguidice (B&L) in the amount of \$283,500.00.

Commissioner Marshall said he would like to add a couple of comments with regard to his review of the proposals. He felt CHA should be awarded the project. They included a \$25,000.00 NYSERDA Flex Tech credit which would decrease the overall project costs from \$412,625.00 to \$437,625.00. Also, he mentioned the difference in the man hours between CHA and B&L. Commissioner Loewenstein asked if the decision was being driven by a schedule and Executive Director Rourke said yes. Both parties looked at pre purchasing equipment to save time on the schedule and both had similar completion dates. Chairman Howe asked for a motion to recommend awarding the contract to Barton & Loguidice (B&L) as recommended by Executive Director Rourke, further discussion ensued.

Commissioner Cannon made a motion to forward a recommendation to the Board of Supervisors to award a contract in the amount of \$283,500.00 to Barton & Loguidice (B&L) for the WWTP Ammonia Capacity Analysis and Aeration Upgrades. Commissioner Marshall seconded the motion. Discussion involved the difference between B&L and CHA's proposals. Motion carried: 4 Ayes, 2 Nays, 2 Abstain, 1 Absent.

ATTORNEY REPORT – No Report

EXECUTIVE SESSION

On a motion by Commissioner Cannon and seconded by Commissioner Ostapczuk, the Commission moved to go into Executive Session at 4:17 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 Cannon and seconded by Commissioner Hale, the Commission moved to go out of Executive Session at 4:30 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2). Motion passed: 7 Ayes, 2 Absent, 0 Nays.

Commissioner Cannon made a motion to forward a recommendation to the Board of Supervisors to authorize the negotiation of a settlement of the litigation commenced against Delaware Engineering, P.C. and North Country Engineering, P.C. to recover damages as a result of deficiencies in the design of the with the 2008 plant expansion for the total amount of both entities professional insurance policy limits. Commissioner Loewenstein seconded the motion. Discussion involved if Jett Industries, Inc. would be included in the settlement. Executive Director Rourke advised no but there is settlement talks continue regarding the work Jett is currently doing at the plant. Motion passed: 7 Ayes, 2 Absent, 0 Nays.

DEDICATIONS:

Glen Meadows Subdivision PH V – Town of Halfmoon – Abele Builders, Inc. requested dedication of the sanitary sewer infrastructure servicing the Glen Meadows Subdivision Phase V located in the Town of Halfmoon. *A motion to accept dedication of Glen Meadows Subdivision Phase V sewer system consisting of (4) manholes and approximately 680 ft of 8" SDR 26/35 gravity main was made by Commissioner Hotaling and seconded by Commissioner Cannon. No discussion. Resolution SD 12-2017 accepting dedication of Glen Meadows Subdivision Phase V in the Town of Halfmoon passed: 7 Ayes, 2 Absent, 0 Nays.*

COMMITTEES:

ENGINEERING COMMITTEE – No report

SEWER USE ORDINANCE COMMITTEE – Chairman Howe said a meeting is scheduled today after this meeting and the Committee will be staying after to discuss the Sewer Use Ordinance.

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

NEXT COMMISSION MEETING

Thursday, November 9, 2017

9:15 A.M. at the County Complex, Bldg 1 following Public Hearing at 9:00 A.M.