

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF FEBRUARY 13, 2018
3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Howe, Bisnett, Cannon, Doyle, Hotaling, Keegan, Loewenstein, Ostapczuk and Thompson

COMMISSIONERS EXCUSED: None

ALSO PRESENT: Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Grant Eaton, Maintenance Manager; William Bills, Assistant Maintenance Manager; Robert Wilcox, Assistant County Attorney; Arcadis of New York, Inc. members Matt Yonkin, Eric Auerbach & Gary Hinds; Albany County Water Purification District (ACWPD) members Executive Director Tim Murphy, Superintendent of Operations Tyler Masick; ACWPD Board members Nick Foglia, J.R. Adair, John Bishop & Dennis Rigosu

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

PLEDGE OF ALLEGIANCE: Led by Chairman Howe

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: Chairman Howe welcomed members from the Albany County Water Purification District and Arcadis of New York, Inc. and thanked them for attending the Commission meeting to provide a presentation regarding the Joint Feasibility Study for a Regional Biosolids Handling Facility.

Introductions were made and Matt Yonkin with Arcadis started the presentation. Mr. Yonkin gave a summary of the information that has been gathered in the last six (6) months for the Joint Feasibility Study. This information consisted of the following topics; Background, Alternatives Considered, Select Alternatives, Detailed Analysis, Governance, Recommendations and next steps moving forward. Eric Auerbach, also with Arcadis, summarized eleven (11) scenarios that were provided including information that was gathered based on hauling, electrical costs, and grant funding opportunities. In closing, two (2) alternatives were recommended for consideration for the facility and an Intermunicipal Agreement (IMA) was recommended as the vehicle for governance.

Chairman Howe and Executive Director Rourke thanked everyone for attending. Executive Director Rourke thanked Arcadis and said the presentation was very informative. Albany County Executive Director Tim Murphy agreed and thanked SCSC for hosting the meeting.

APPROVAL OF MINUTES of January 4, 2018. *Commissioner Bisnett made a motion to approve the minutes of January 4, 2017. Commissioner Doyle seconded the motion. No discussion. The minutes of January 4, 2018 were approved. 9 Ayes, 0 Nays.*

2016 CAPITAL PROJECTS

Odor Control – Executive Director Rourke reported the project is moving along and as discussed last month, the completion date was pushed back a couple of months due to boiler supply and return piping within the excavation site interfering with installation. Start up is now expected around the end of April or the beginning of May. Executive Director Rourke said he has written to NYSDEC asking for a 90 day extension but has not yet received a response.

Executive Director Rourke mentioned there were some significant issues this winter with the boiler circulator pumps which provide heat to a majority of the Sewer District's Wastewater Treatment Plant. He said one (1) of the boiler circulator pumps failed which didn't allow water to circulate, causing two (2) coils to freeze. Executive Director Rourke said J&K Plumbing and Heating, Inc., an HVAC contractor on site was asked to provide a price for the repairs, included installing ten (10) boiler circulator pumps, removing and replacing a small boiler, and installing ancillary piping for a total cost of \$161,371.00. Executive Director Rourke recommended approving the change order for the repairs. He said this change order would bring the total combined change order amounts for this contract to \$233,965.00 which is approximately 17% of the original project cost and would require BOS approval.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize a change order in the amount of \$161,371.00 for Contract #1 with J&K Plumbing & Heating Co., Inc., increasing their contract from \$1,490,594.00 to \$1,651,965.00 to perform additional unanticipated repairs, including installing ten (10) boiler circulator pumps, removing and replacing a small boiler and installing ancillary piping. Commissioner Loewenstein seconded the motion. Discussion involved the age of the boilers as well as funds for equipment and maintenance. Commissioner Bisnett inquired if there was a plan in place to set aside funds to keep equipment functional. Executive Director Rourke said yes, the boilers and pumps are old and the expectation was to replace them in the near future, not under this contract. Having an HVAC contractor on site helped get the necessary repairs done quickly and avoided additional mobilization costs. Motion passed: 9 Ayes, 0 Nays.

2017 CAPITAL PROJECTS

Round Lake, Moe Road and MTP Pump Station Design – Executive Director Rourke said both contracts have been executed and a preconstruction meeting is scheduled for February 28, 2018. He also informed that the pump order is in and the project is moving forward.

Rate Analysis and Cost of Service Study – Executive Director Rourke said the Capital Project and Cost of Service portion of the financial model is complete. The consultant continues to work on the Rate Analysis portion using information provided regarding infrastructure layout within each municipality. Executive Director Rourke said he received a memo from Raftelis regarding the Financial Planning Model. A copy was provided in the agenda packet and he encouraged the Commissioners to review it and contact him if they have any questions. He said this information can also be discussed at next month's Commission meeting.

Joint Feasibility Study – Regional Biosolids Handling Facility – Executive Director Rourke advised as presented and discussed in the beginning of the meeting, the next step moving forward will be reviewing the draft Intermunicipal Agreement (IMA). He said he will comment on that and forward it to the County Attorney's office for review. He encouraged the Commissioners to email or call him with any questions they may have about the Joint Feasibility presentation.

Commissioner Bisnett asked how the cost would be distributed between the two (2) Counties and how Saratoga County's equity would be protected. Executive Director Rourke said the IMA would outline and define how costs and revenues would be distributed and the Commission will be able to comment on that once the IMA is generated.

2018 CAPITAL PROJECTS

Ammonia Capacity Analysis and Aerations Upgrades – Executive Director Rourke said he met with NYSDEC on January 18, 2018 to discuss the Consent Order and current ammonia loading limits. He informed that NYSDEC is open to allowing SCSD interim limits and will rely on the Ammonia Capacity Analysis Report, which is due February 28, 2018, from Barton & Loguidice to assist in determining a reasonable limit. Executive Director Rourke said a draft report is expected at the beginning of next week for review to ensure that all the components of the Consent Order are being met.

MICELLANEOUS

Executive Director Rourke requested the re-appropriation of capital funds from the 2017 budget to the 2018 budget for construction costs and professional services associated with projects that were not completed in 2017. These include the Round Lake, Moe Road and MTP Pump station project and the Odor Control project, each for \$1.5M. The other large contract is the Ammonia Capacity Analysis and Aeration Upgrades for \$280k. The total request for re-appropriation is \$3,484,547.00.

Commissioner Cannon made a motion to approve Executive Director Rourke's request to the Saratoga County Board of Supervisors for re-appropriation of unspent capital project funds in the amount of \$3,484,547.00 from the 2017 to 2018 Capital Project Funds. Commissioner Doyle seconded the motion. No discussion. Motion passed: 9 Ayes, 0 Nays.

Executive Director Rourke also requested to re-appropriate an additional \$400,000.00 from the Sewer District's fund balance to cover additional necessary repair costs associated with the emergency trunk line and manhole repairs near Northcrest Drive in Clifton Park.

Commissioner Loewenstein made a motion to approve Executive Director Rourke's request to the Saratoga County Board of Supervisors to authorize a transfer of funds from the Sewer District's fund balance to cover additional emergency sewer repairs in the amount of \$400,000.00 near Northcrest Drive in the Town of Clifton Park. Commissioner Ostapczuk seconded the motion. Discussion involved budget constraints, age of infrastructure, as well as timing, weather conditions and the extent of work involved with the emergency repairs. Motion passed: 9 Ayes, 0 Nays.

ATTORNEY REPORT – Attorney Wilcox said there was nothing significant to report at this time.

DEDICATIONS –None

COMMITTEES:

CAPITAL PROJECTS COMMITTEE – Chairman Howe said the Capital Projects Committee met today. The Committee will be assisting Executive Director Rourke with projects moving forward and Commissioner Doyle will be Chairing the Committee.

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

NEXT COMMISSION MEETING
Thursday, March 8, 2018
3:00 P.M. at the Treatment Plant