

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1

MINUTES OF APRIL 5, 2018

3:00 PM at the Treatment Plant

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

COMMISSIONERS EXCUSED: Keegan

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 Hotaling

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe thanked Commissioner Hotaling for filling in for him at last month's meeting while he was away at training.

APPROVAL OF MINUTES of March 8, 2018. *Commissioner Cannon made a motion to approve the minutes of March 8, 2018. Commissioner Doyle seconded the motion. No discussion. The minutes of March 8, 2018 were approved. 7 Ayes, 1 Absent, 0 Nays.*

2016 CAPITAL PROJECTS

Odor Control – Executive Director Rourke reported that the concrete for the odor control tank has been poured and the biofilter media has been installed. Final piping is expected to be delivered within the next 2-3 weeks and the project should be on pace for substantial completion by the May 18, 2018 extension deadline that was granted by NYSDEC a few months ago.

2017 CAPITAL PROJECTS

Round Lake, Moe Road and MTP Pump Station Design – Executive Director Rourke informed there were no updates to report since last month's meeting and the contractor is still scheduled to start construction the first week in May.

Rate Analysis and Cost of Service Study – Executive Director Rourke reported that the consultant is still working on the rate analysis portion of the study and reviewing flows within different municipalities to

determine a cost of service. He said information is being analyzed two (2) different ways, by a pipe per/diameter-inch to linear foot method and by an effluent flow-based method. These two (2) methods will provide SCSD with an option on how to proceed with rate allocations for each municipality. Executive Director Rourke said he does not envision the rates being much different from where they are now, but a final answer will be determined once the final study is complete.

Commissioner Cannon inquired if these methods were considered best practice and Executive Director Rourke advised they were. He stated one method shows how much of the relative infrastructure a municipality is using and the other method is population-based because it is effluent flow-based.

Joint Feasibility Study – Regional Biosolids Handling Facility – Executive Director Rourke informed that a press event was held on March 28, 2018 at the Albany Times Union Center to announce the inter-municipal agreement (IMA) with Albany County. He said the press event went really well and Gramercy Communications, the PR consultant did a great job. He said the IMA is still in the generation phase and the goal for execution is May of this year as the deadline for the Consolidated Funding Application (CFA) through NYSERDA is in late May or early June.

Commissioner Loewenstein said one of the newspaper articles mentioned that the joint facility may take in food waste in addition to sewer sludge and other types of materials but he couldn't recall hearing information regarding food waste during the presentation at the February Commission meeting. He said he thought the project was primarily based on sewer sludge and asked for clarification on that. Executive Director Rourke said the facility would not be accepting food scraps necessarily but if there is a facility that can take food scraps and generate a high strength slurry (semi liquid mixture) waste, that type of material could be accepted. Executive Director Rourke relayed the baseline of the project is primarily wastewater treatment biosolids.

2018 CAPITAL PROJECTS

Ammonia Capacity Analysis and Aerations Upgrades – Executive Director Rourke informed SCSD is still awaiting formal interim limits from NYSDEC that were verbally agreed upon back in January. He also reported that the consent order deadline, to submit an engineering report to NYSDEC by March 31, 2018, has been extended to July 1, 2018.

Clifton Park Trunk Sewer Rehabilitation – Executive Director Rourke informed that a kick off meeting is scheduled for next Wednesday, April 11, 2018 with the engineer, Weston & Sampson. He said once they meet there will be a better idea of the design schedule and public participation to follow. He said Phil Barrett, Town Supervisor of Clifton Park, asked to be involved in the public comment meetings and Executive Director Rourke said SCSD is happy to have his support. The goal is to keep the public informed, allow comments, and where appropriate incorporate those comments.

Interceptor Rehabilitation Design – Executive Director Rourke informed that the request for proposal (RFP) that has been discussed at the last few meetings is now advertised. A pre proposal meeting is scheduled for April 17, 2018 for design of the interceptor and proposals are due April 26, 2018. Executive Director Rourke said a per linear foot price for CCTV (Closed Circuit Television Video) inspection was included in the RFP to get an idea of pricing. He said this is only if TV'ing the line is possible, as the Phase VI portion of interceptor relining proved to be difficult even during low flow times without bypassing. Executive Director Rourke said he doesn't necessarily want to spend money on bypassing just for CCTV inspection initially, he thinks the money will be better spent just on slip lining but there will be opportunities to see portions of the interceptor if need be.

EXECUTIVE SESSION

On a motion by Commissioner Loewenstein and seconded by Commissioner Cannon, the Commission moved to go into Executive Session at 3:15 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, 1 Absent, 0 Nays.

On a motion by Commissioner Thompson and seconded by Commissioner Cannon, the Commission moved to go out of Executive Session at 3:37 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2). Motion passed: 7 Ayes, 1 Absent, 0 Nays.

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

DEDICATIONS – None

COMMITTEES:

CAPITAL PROJECTS COMMITTEE – No report

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, May 3, 2018
3:00 P.M. at the Treatment Plant**