

# APPROVED MINUTES

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

**COMMISSIONERS PRESENT:** Howe, Bisnett, Cannon, Doyle, Keegan and Thompson

**COMMISSIONERS EXCUSED:** Hotaling and Loewenstein

**ALSO PRESENT:** Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Jim Bolduc, Assistant Chief Operator; Chad M. Cooke P.E., Deputy County Administrator

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:** On behalf of the Sewer Commission, Chairman Howe commended Sewer District staff members for their extraordinary efforts and hard work on the recent sewer main break in City of Saratoga Springs on May 1, 2018.

**APPROVAL OF MINUTES of April 5, 2018.** *Commissioner Doyle made a motion to approve the minutes of April 5, 2018. Commissioner Cannon seconded the motion. No discussion. The minutes of April 5, 2018 were approved. 5 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

### **2016 CAPITAL PROJECTS**

**Odor Control** – Executive Director Rourke reported that the biofilter media is completely installed and the new system will be ready for startup in ten (10) days. He said odor control at the treatment plant will be much improved as the biofilter media is guaranteed for 99% H<sub>2</sub>S (hydrogen sulfide) removal. He added that Biorem Environmental, Inc. will be on site to collect data and provide performance testing on the biofilter media to confirm that 99% H<sub>2</sub>S is being removed from the wastewater pumping.

Executive Director Rourke mentioned that this project had some unforeseen conditions that resulted in additional services by the consultant due to the extension of the construction period and increased scope of work. GHD has requested an amendment to their contract in the amount of \$20,105.00 for construction administration and inspection hours. A copy of the amendment request was provided in the agenda packet. The amendment is more than 10% of the original contract and will require Board of Supervisor's approval. Executive Director Rourke said he felt the request was warranted and he recommended a motion to amend the contract.

*Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize an amendment to GHD Consulting Services, Inc.'s contract in the amount of \$20,105.00, increasing the*

*contract amount from \$109,590.00 to \$129,695.00 for additional administration construction and inspection services. Commissioner Cannon seconded the motion. Discussion involved the unforeseen conditions such as the relocation of hot water supply and return piping that was not shown on as-builts, replacement of HVAC coils damaged during the winter, replacement of a failed boiler and the additional inspection hours added to cover the work. Motion passed: 6 Ayes, 2 Absent, 0 Nays.*

## **2017 CAPITAL PROJECTS**

**Round Lake, Moe Road and MTP Pump Station Design** – As stated at last month’s meeting, Executive Director Rourke said the contractors are still slated to begin work next week. The utilities have been located on site and slight changes were made at the Round Lake Pump Station. The pumps are scheduled for delivery in the next couple of weeks and the project is progressing nicely.

**Rate Analysis and Cost of Service Study** – Executive Director Rourke advised there was nothing to report since last month’s meeting. The consultant is still working on the rate analysis of the cost to serve each separate municipality within the County.

**Joint Feasibility Study – Regional Biosolids Handling Facility** – Executive Director Rourke informed there were two items he would like to request action on with regard to grant funding for the Joint Biosolids project. The first item was a request to amend Arcadis of New York Inc.’s Joint Feasibility contract. A letter from Arcadis was provided in the agenda packet. The letter was a proposal for engineering services to assist in submitting grant applications through the Consolidated Funding Application (CFA) and New York State Environmental Facilities Corporation (NYSEFC) for WIIA and IMG funding programs and conduct a preliminary evaluation of the addition of a sludge dryer on the project. Executive Director Rourke said one of the grant applications is due in June 29<sup>th</sup> and the other is due in July. Executive Director Rourke recommended requesting a motion to amend the current agreement with Arcadis of New York, Inc. in an amount not to exceed \$5,000.00. Executive Director Rourke noted the original contract amount was for \$25,000.00 and the amendment is more that 10% of the original contract amount, which will require Board of Supervisor’s approval.

*Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to execute an amendment to the agreement with Arcadis of New York, Inc. in an amount not to exceed \$5,000.00 for work associated with preparing grant funding applications related to the project and also amend the Joint Feasibility study to include analyzing the inclusion of a sludge dryer. Commissioner Bisnett seconded the motion. Discussion involved market rates, types of grant funding and bonding for the project. Motion passed: 6 Ayes, 2 Absent, 0 Nays.*

Executive Director Rourke added there was one more item to act on for the Joint Feasibility Study. He advised that in order to obtain grant funding for the project, a bond resolution will need to be generated and submitted with the applications. Executive Director Rourke recommended the Commission pass a motion requesting the BOS to generate a bond resolution for a \$25M bond on a project cost not to exceed \$50M for the Biosolids project. Final bond resolution amounts and details will be finalized by Bond Counsel.

*Commissioner Cannon made a motion to forward a recommendation to the Board of Supervisors to generate a bond resolution for the Regional Biosolids Handling Facility project, bonding \$25M for the project cost not to exceed \$50M. Commissioner Doyle seconded the motion. Discussion involved additional steps required for submitting grant applications. Motion passed: 6 Ayes, 2 Absent, 0 Nays.*

## **2018 CAPITAL PROJECTS**

**Ammonia Capacity Analysis and Aerations Upgrades** – Executive Director Rourke informed he was under the impression that SCSD would be allowed interim limits due to the ammonia exceedances in January and February; however, SCSD received a Notice of violation on April 16, 2018 from NYSDEC. Executive Director Rourke said in addition to the violation, NYSDEC imposed a deadline and requested SCSD to investigate and determine if an industrial user or users are causing interference to the biologic processes of the plant. Executive Director Rourke said in order to investigate properly; staff would need to field test facilities, compile data and submit the findings to NYSDEC. Executive Director Rourke said in light of this request, he felt SCSD would not be able to meet the deadline that was previously extended by NYSDEC, therefore he requested another extension and is currently awaiting a response.

Commissioner Thompson inquired how data will be collected. Executive Director Rourke said there are categorical industries defined in the Code of Federal Regulations (40CFR). Samples will be gathered and tested for a number of constituents; ammonia, hydrogen peroxide, and azoles that may cause interference with the nitrification process of the plant.

Assistant Chief Operator, Jim Bolduc advised it is difficult for SCSD to treat these constituents. Executive Director Rourke said this action puts SCSD in a precarious situation and it may lead to future violations. He said we are looking at a big endeavor to be able to properly treat the anticipated ammonia load over the next five (5) to twenty (20) years. Chairman Howe said hopefully, with a new extension, SCSD can find out the source of the exceedances and remedy the situation so that SCSD does not continue to receive these violations.

**Interceptor Rehabilitation Design** – Executive Director Rourke reported that five (5) proposals were received last week but he has not had a chance to review them. A meeting will be scheduled with the Capital Projects Committee to review, score and recommend an award at next month's Commission meeting.

**Saratoga Springs Forcemain Repair** – Executive Director Rourke reported there was a force main failure at West Circular Street and Beekman Street in the City of Saratoga Springs on Thursday, March 29, 2018. A 350 ft. force main pipe under West Circular Street deteriorated beyond repair and the Sewer District's emergency contractor, Kubricki Construction Co., is performing the necessary emergency repairs. Executive Director Rourke said the City of Saratoga Springs has been very helpful in closing down a section of West Circular Street for the next couple of weeks during the repair period.

**Pump Station Generators** – Executive Director Rourke informed the Commission that each year the Sewer District makes an effort to purchase standby generators for its pump stations that do not have them. This year there are nine (9) pump stations that he would like to purchase generators, including ATS's (transfer switches) for. This will entail a sizeable amount of money and SCSD staff will perform the installations. He requested a motion to recommend awarding a contract to Kinsley Power Systems Inc. in the amount of \$151,953.00 to purchase the generators and transfer switches.

*Commissioner Keegan made a motion to forward a recommendation to the Board of Supervisors to award a contract to Kinsley Power Systems Inc. in the amount of \$151,953.00 for purchasing generators and transfer switches for nine (9) SCSD pump stations. Commissioner Doyle seconded the motion. Discussion involved size, type, alarm system and fuel for the generators. Motion passed: 6 Ayes, 2 Absent, 0 Nays.*

**Adirondack Lab Contract Amendment** – Executive Director Rourke informed the Commission this amendment ties back to the Notice of Violation that was recently received by NYSDEC in April. In order to

have additional lab testing performed to satisfy NYSDEC requirements, Executive Director Rourke recommended a request to the BOS that it amend the existing agreement with Adirondack Environmental Services, Inc. by increasing it in the amount of \$20,000.00, bringing the total not to exceed amount to \$65,000.00 for increased testing requirements regarding industrial users to satisfy a requirement of a Notice of Violation issued by NYSDEC on April 16, 2018.

*Commissioner Keegan made a motion forward a recommendation to the Board of Supervisors to authorize an amendment to Adirondack Environmental Services, Inc.'s contract in the amount of \$20,000.00 for a total not to exceed amount of \$65,000.00 to provide additional testing requirements for industrial users to satisfy a requirement of a Notice of Violation issued by NYSDEC. Commissioner Doyle seconded the motion. No discussion. Motion passed: 6 Ayes, 2 Absent, 0 Nays.*

**ATTORNEY REPORT** – No report

**DEDICATIONS** – None

**EXECUTIVE SESSION**

*On a motion by Commissioner Cannon and seconded by Commissioner Bisnett, the Commission moved to go into Executive Session at 3:50 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) for discussion on an employee personnel matter.*

*On a motion by Commissioner Bisnett and seconded by Commissioner Keegan, the Commission moved to go out of Executive Session at 3:53 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) and thereafter, adjourned the meeting.*

**COMMITTEES:**

**CAPITAL PROJECTS COMMITTEE** – No report

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

**NEXT COMMISSION MEETING**

**Thursday, June 7, 2018**

**3:00 P.M. at the Treatment Plant**