

## APPROVED MINUTES

### SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF AUGUST 9, 2018 3:00 PM at the Treatment Plant

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

**COMMISSIONERS EXCUSED:** Doyle and Barry

**ALSO PRESENT:** Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Maintenance Manager; William Bills, Assistant Maintenance Manager; Chad M. Cooke P.E., Deputy County Administrator; Michael Hartnett, Assistant County Attorney

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

**PLEDGE OF ALLEGIANCE:** Led by Commissioner Howe

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe thanked Executive Director Rourke for the notification on the recent spill in Saratoga. Commissioner Bisnett said it was very informative and he thanked him as well. Chairman Howe asked for a brief summary about the incident. Assistant Maintenance Manager Bills said the spill was caused by a service lateral. A contractor performed work on a homeowner's lateral the weekend before and either the connection got pulled apart with the heavy rain or the connection broke apart when the contractor was backfilling the pipe which then caused back feeding and pressure buildup into the force main. Chairman Howe commended Sewer District staff for responding quickly and addressing the issue appropriately.

Chairman Howe informed that a joint committee is being formed for the joint venture with Albany County. This joint committee will take effect after the IMA has been adopted. Chairman Howe said he would like to appoint Commissioner Cannon and himself to represent the Saratoga County Sewer Commission on the joint committee with Albany County. A first official meeting will be scheduled soon and they will keep this Commission informed each month of any and all progress that is being made.

**APPROVAL OF MINUTES of July 5, 2018.** *Commissioner Cannon made a motion to approve the minutes of July 5, 2018. Commissioner Bisnett seconded the motion. No discussion. The minutes of July 5, 2018 were approved. 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

### **2016 CAPITAL PROJECTS**

**Odor Control** – Executive Director Rourke reported that all work is complete. Performance testing showed 30 PPM (parts per million) coming in and 0 PPM going out which is a good sign that it is working. There are a couple of minor things that need to be adjusted and replaced but other than that the project is nearing completion for final payment and closeout and should be off the agenda next month. Chairman Howe

mentioned there is an obvious difference now when coming to the plant and it is noticeably better. Commissioner Thompson said it has been better on South Main Street as well.

## **2017 CAPITAL PROJECTS**

**Round Lake, Moe Road and MTP Pump Station Design** – Executive Director Rourke informed there was not much to report since last month’s meeting. The contractor is currently working on bypassing flow at the MTP pump station and installing new pumps. The contractor will finish up at that location in the next few weeks and then move on to the next pump station.

**Rate Analysis and Cost of Service Study** – Executive Director Rourke reported the study has been finalized. A meeting is scheduled for Monday, August 27, 2018 with staff and the Capital Projects Committee to go over the details and review the overall findings of the report and that information will be presented to the Commission at the September meeting.

**Joint Feasibility Study – Regional Biosolids Handling Facility** – Executive Director Rourke said as Chairman Howe mentioned, a new Board is being formed for the Joint Regional Biosolids Facility and there was an unofficial meet and greet last night in Albany. One of the main things the Board will be discussing is how to procure the project and RFP development. He said this will be discussed more at the Joint Facility Board level and as in the past the RFP will be shared for comment and questions. Executive Director Rourke also informed that CFA Grant applications have been submitted and EFC Grant applications are due September 7, 2018. He said he has received many letters of support from politicians and he feels positive moving forward with grant funding.

Commissioner Loewenstein inquired about procurement and other alternatives. Executive Director Rourke said there is an option of using an Article 9 New York State Energy Law or a P3 (Public Private Partnership) Procurement solicited with an RFP or an RFP in which a co-operative venture between a public-sector entity and a private-sector partner for the provision of infrastructure or services. The partnership is built on the expertise of each partner that best meets clearly defined public needs, through the most appropriate allocation of resources, risks, and rewards. Executive Director Rourke said all things are being considered and no decision has been made as this time.

## **2018 CAPITAL PROJECTS**

**Ammonia Capacity Analysis and Aerations Upgrades** – Executive Director Rourke reported that he met with NYSDEC on Tuesday, July 31, 2018 and discussed the engineering report that was generated and the consent order. It was determined that it made most sense to generate a new schedule of compliance and look at the WWTP as a whole. Executive Director Rourke said another meeting will be scheduled in the coming weeks with NYSDEC, the County Attorney and the County Administrator’s office to condense all the phases down to one report, modify the order and work towards a solution.

Executive Director Rourke said one thing that he wanted to mention that came of that meeting with NYSDEC is that DEC is going to want to see a limit put on all of the Sewer District’s industrial users for ammonia. He said SCSD will also have to do a Technical Determination of Local Limits.

**Clifton Park Trunk Sewer Rehabilitation** – Executive Director Rourke informed there was a meeting held last Thursday, August 2, 2018 with Town residents, the Town Supervisor, Phil Barrett and SCSD’s consultant, Joseph Zongol with Weston & Sampson. Discussion involved the scope of the project, easement clearing and mitigation efforts for the Clifton Park Trunk Sewer Rehabilitation Project. Everything went

well and Executive Director Rourke said he would keep the residents apprised of the process as things move forward.

**Interceptor Rehabilitation Design** – Executive Director Rourke reported that a kick off meeting was held on Tuesday, August 7, 2018 with MJ Engineering to define the scope, roles and responsibilities. He mentioned that SCSD purchased a camera to provide pipe and manhole conditions and risk analysis information for the engineer and to help phase the project properly.

Executive Director Rourke mentioned there was an item not listed on the agenda that he wanted to mention. The Supervisory Control and Data Application (SCADA) Upgrade for the Sewer District's WWTP was discussed in the beginning of the year. He informed that the RFP for the SCADA Upgrade would be advertised today or tomorrow. Executive Director Rourke said he hopes to award the project at the September meeting and the costs are included in the 2018 capital budget.

## **MISCELLANEOUS**

**Appropriate Fund Balance Saratoga Springs Repair** – Executive Director Rourke said the Commission was aware of the emergency repairs that were already performed in an area of Circular and Beekman Streets in the City of Saratoga Springs. He said SCSD received the finalized cost for those repairs and unfortunately the budget will not cover the cost. Executive Director Rourke requested a motion to appropriate \$430,000.00 from the Sewer District's fund balance to pay for the emergency repairs.

*Commissioner Hotaling made a motion to approve Executive Director Rourke's request to the Saratoga County Board of Supervisors to authorize a transfer of funds in the amount of \$430,000.00 from the Sewer District's fund balance to cover the costs of emergency sewer repairs in an area of Circular and Beekman Streets in the City of Saratoga Springs. Commissioner Thompson seconded the motion. Discussion involved the fund balance, total cost for the emergency repairs and the beautiful restoration work that the contractor did at the repair site. Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

**Emergency Equipment Procurement for Alkalinity Addition** – Executive Director Rourke informed that there is a need to procure equipment on an emergency basis to install an alkalinity addition system at the Sewer District's WWTP. He explained that the plant has been treating high influent ammonia loadings and it is directly affecting the Hudson River and consequently public health. Executive Director Rourke informed the Commission that he submitted a letter to the County Administrator to define the reason for emergency procurement which included multiple violations received in June and July and not being able to maintain proper PH levels. A copy of the letter was attached to the agenda for the Commissioners to review. Executive Director Rourke gave a brief synopsis of the letter and requested a motion to approve necessary action.

*Commissioner Thompson made a motion to approve Executive Director Rourke's request to authorize an emergency procurement not to exceed \$75,000.00 for alkalinity adjustment, a solution that would involve procuring chemical metering pumps, VFD's (Variable Frequency Drives), piping skid, bulk storage tank and a mixer to control PH levels on a bulk basis and help the Sewer District's ability to treat high influent ammonia loading. Commissioner Loewenstein seconded the motion. Discussion involved the Order on Consent, violations, penalties, fines, and possible reimbursement. Further discussion involved costs for the procurement, budget constraints and weather temperatures that would affect chemical storage. The Motion passed: 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

**ATTORNEY REPORT** – No report

**DEDICATIONS** – None

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

**NEXT COMMISSION MEETING  
Thursday, September 6, 2018  
3:00 P.M. at the Treatment Plant**