

# APPROVED MINUTES

## SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF OCTOBER 4, 2018 3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Howe, Cannon, Bisnett, Barry, 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; Michael Hartnett, Assistant County Attorney

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 said the first official Joint Commission meeting with Albany County is scheduled for October 18, 2018 here at the WWTP. Executive Director Rourke along with Albany County Sewer Executive Director Tim Murphy will both provide insight and leadership in moving forward with the project.

**APPROVAL OF MINUTES of September 6, 2018.** *Commissioner Cannon made a motion to approve the minutes of September 6, 2018. Commissioner Hotaling seconded the motion. No discussion. The minutes of September 6, 2018 were approved. 7 Ayes, 1 Abstain, 1 Absent, 0 Nays.*

### **2019 SCALE OF CHARGES**

Approval of publication for the proposed rates for 2019 and scheduling the Public Hearing for 9:00 A.M., November 8, 2018 in the Board of Supervisors Chambers.

Chairman Howe announced there will be no changes to the Scale of Charges this year. Executive Director Rourke gave a brief presentation showing average rates, revenues, debt services, projected revenues, capital projects and other budgeted revenues for 2019.

*Commissioner Cannon made a motion for approval of publication of the proposed Scale of Charges for 2019 and scheduling the Public Hearing at 9:00 A.M. on November 8, 2018 at the Board of Supervisors Chambers at the Saratoga County Municipal Center in Ballston Spa. Commissioner Thompson seconded the motion. Discussion involved debt services, projected revenues, capital projects and other budgeted revenues for 2019. The motion for approval of publication of the proposed 2019 Scale of Charges and scheduling of the Public Hearing for Wednesday, November 8, 2018 at 9:00 A.M. at the County Complex passed: 8 Ayes, 1 Absent, 0 Nays.*

## 2017 CAPITAL PROJECTS

**Round Lake, Moe Road and MTP Pump Station Design** – Executive Director Rourke reported that work is continuing at the Moe Road pump station. The contractor is currently bypass pumping and should be finishing up in the next few weeks.

**Regional Biosolids Handling Facility** – As stated earlier by Chairman Howe, Executive Director Rourke said the Joint Commission with Albany County will meet October 18, 2018 and discuss soliciting an RFP (Request for Proposal) and he is hoping to have it out to bid soon after the meeting.

## 2018 CAPITAL PROJECTS

**Ammonia Capacity Analysis and Aerations Upgrades** – Executive Director Rourke informed that the new engineering report is due October 15, 2018. As discussed at last month's meeting, the increased scope for report will be analyzing the WWTP capacity as a whole and how that will affect growth with industrial and residential users.

**Clifton Park Trunk Sewer Rehabilitation** – Executive Director Rourke reported 90% of the plans were delivered yesterday. He hopes to review the plans and have the project out for bid in the next few weeks and receive some pricing before the end of the year.

**Interceptor Rehabilitation Design** – Executive Director Rourke reported preliminary work is still being completed with permitting, layout and access to sites. Sewer District staff is providing a great value with the new camera investment by doing video analysis of every manhole along the interceptor and sharing that information with the consultant.

**SCADA Upgrade RFP** – Executive Director Rourke reported contracts are in the process of being executed and he is hoping to have a kickoff meeting before the next month's Commission meeting. Chairman Howe asked Executive Director Rourke to give a brief description on SCADA. Executive Director Rourke said SCADA stands for Supervisory Control and Data Acquisition, which is basically the brain of the plant. It is a system for remote equipment monitoring and control which is how the Sewer District's WWTP Operators control the plant. The current system is outdated and in need of upgrades for new servers and programming so the system remains reliable moving forward.

## MISCELLANEOUS

**Hudson River Sampling Plan** – Executive Director Rourke mentioned there was information provided in the agenda packet relating to the Hudson River Sampling Plan. The catalyst to moving forward with this was a letter he received from New York State Department of Environmental Conservation (NYSDEC) directing Saratoga County Sewer District #1 to complete a Hudson River Outfall Sampling Program to assess potential impacts on the Hudson River.

Executive Director Rourke informed that NYSDEC requested that we do river sampling to justify the lack of effect on the Hudson River if they should grant SCSD interim limits during construction. NYSDEC wanted the sampling to be done as soon as possible; therefore, Executive Director Rourke reached out to local firms that could support a quick turnaround. He informed he was also able to exercise purchasing discretion to hire a consultant without going through an RFP process due to time constraints and the nature of the matter.

Executive Director Rourke informed that he has chosen Arcadis of New York, Inc. as the consultant to provide the required sampling as they are familiar with the sampling protocol, they are on the Hudson river regularly, they have a good understanding of the Rotated Integrated Basin Studies (RIBS) program and have been in contact with this section of the NYSDEC multiple times for other clients. A letter from Arcadis was attached to the agenda for the Commissioners to review. The total cost for engineering services is \$48,600.00 and Executive Director Rourke recommended the Commission pass a motion requesting the Board of Supervisors to authorize an agreement with Arcadis in the amount of \$48,600.00 for engineering services and ratify moving forward with the required sampling.

*Commissioner Thompson made a motion to forward a recommendation to the Board of Supervisors to authorize an agreement with Arcadis of New York, Inc, in the amount of \$48,600.00 for the Hudson River Outfall Sampling Program as directed by NYSDEC. Commissioner Doyle seconded the motion. Discussion involved the scheduling, parameters and requirements of the sampling plan. Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

**Standardize on Atlas Copco Maintenance** – Motion to approve standardization for the service repair and parts replacement of the two south aerations blowers for reasons of efficiency and economy. Executive Director Rourke informed that the blowers are very important pieces of equipment that run air into the process that treats the majority of the wastewater coming into the plant. He relayed that each blower costs \$1M and are considered to be specialized equipment designed by Atlas Copco as a single unit. Because of this, there have been issues with needing to bid out replacement parts as they may not be in accordance with the original design done by Atlas Copco. Executive Director Rourke said for reasons of efficiency and economy, the Sewer District would like to standardize with Atlas Copco for service, maintenance and replacement parts for the two south aerations blowers moving forward and he recommended a motion for the standardization.

*Commissioner Loewenstein made a motion to forward a recommendation to the Board of Supervisors to approve standardization with Atlas Copco for replacement parts, maintenance and repair for two blowers that operate the aeration system on the south side of the Sewer District's WWTP. Commissioner Hotaling seconded the motion. Discussion involved the importance as well as the need for the standardization. Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

**ATTORNEY REPORT** – No Report

**DEDICATIONS** – None

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

**Next meeting November 8, 2018  
9:15 A.M. at County Complex, Bldg 1 following Public Hearing at 9:00 A.M.**