

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF APRIL 4, 2019 3:00 PM at the Treatment Plant

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

COMMISSIONERS EXCUSED: Keegan and Thompson

ALSO PRESENT: Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Assistant Chief Operator, Gene Hutchings; Grant Eaton, Maintenance Manager; William Bills, Assistant Maintenance Manager; Michael Hartnett, Assistant County Attorney

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

PLEDGE OF ALLEGIANCE: Led by Commissioner Bisnett

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe thanked Commissioner Cannon for filling in for him while he was away at training last month. He also mentioned there was someone that Executive Director Rourke wanted to introduce to the Commission.

Executive Director Rourke informed the Commission that Sue Duff, Chief Operator and Jim Bolduc, Assistant Chief Operator have both officially retired and are no longer doing consulting work for the Sewer District. With that, he introduced the Sewer District's new Assistant Chief Operator, Gene Hutchings and the Commission welcomed him. Executive Director Rourke said Assistant Chief Operator Hutchings has extensive experience with wastewater treatment, has a 4A Operator License, he did private work in Utica for many years and was hired by the City of Amsterdam. Gene joined SCSD on March 8, 2019 and Executive Director Rourke said he is very pleased with his capabilities.

APPROVAL OF MINUTES of March 7, 2019. Approval of minutes postponed to the next Commission meeting due to a lack of attending Commissioners which prevented a majority vote.

2018 CAPITAL PROJECTS

Regional Biosolids Handling Facility – Executive Director Rourke gave a status update. He mentioned last month that the SEQR determination needs to change and pass through Albany County's full legislature and that is scheduled for next Tuesday, April 9, 2019. Executive Director Rourke said Albany will be Lead Agency and declare a negative declaration on the Type 1 Action, and then there will be action next month to update our resolution to a Type 1 Action under SEQR for grant funding.

Ammonia Capacity Analysis and Aerations Upgrades/ Hudson River Sampling – Executive Director Rourke said we are still investigating the Article 9 procurement and waiting on documentation. A meeting is scheduled for April 24, 2019 with NYSDEC to review the status of the project as a whole and find a

definitive plan to move forward that works for both SCSD and NYSDEC. There will also be some technical discussions regarding the Hudson River Study and Barton & Loguidice (B&L) report and he will have more of an update on that in May.

Commissioner Loewenstein informed he was absent at last month's meeting but he did read the minutes. He inquired what was driving SCSD to consider the Article 9 procurement. Executive Director Rourke said scheduling as well as substantial savings for alkalinity addition if we are able to get an anoxic zone monitoring system installed. With the cost we are looking at in spending on magnesium hydroxide to supplement alkalinity it would be approximately \$1.5M to fully nitrify for one (1) whole year. By installing an anoxic zone we could save half the amount of money utilizing the design/build to expedite the construction. Executive Director Rourke said we are still working through the RFP and B&L is performing a benefit/risk analysis. If Article 9 is not utilized we will have B&L go forward with a few extra options and the same thought process, same schedule and save money.

Clifton Park Trunk Sewer Rehabilitation – Executive Director Rourke reported the contractor has been on site doing some cleaning and CCTV pipe inspection. The contractor reported back that they were seeing some existing liner within the pipe so we had them do some more formal jetting of the lines from Shenendehowa down to Northcrest Drive. Executive Director Rourke informed the CCTV videos were not definitive, there were no plans to go by and it was difficult to tell what was lined, what wasn't, and the condition of the line. He said we are now looking at what our savings will be on our contract with Green Mountain Pipeline Services and currently waiting to get pricing back from the contractor. If pricing shows that savings to the County are not substantial by eliminating this portion of the project, we will likely move forward with the project as designed and planned.

Interceptor Rehabilitation Design – As discussed last month, the County is looking to pave a portion of the Zim Smith Trail this year. Executive Director Rourke said he met with Jason Kemper, Director of County Planning and discussed having the paving company, Luizi Paving hold the contract. He also reached out to MJ Engineering to see if they could expedite a portion of the design. Attached to the agenda packet was a scope adjustment letter to the project manager from MJ Engineering requesting pricing to bid this section separately and add 800 hours of construction inspection as there was no construction inspection in the original contract. Executive Director Rourke informed that SCSD would use money budgeted for the aeration system upgrades to complete the work. He said it may be worthwhile to have a motion at this level to approve the scope change now and then have a resolution next month to amend the contract.

Commissioner Doyle made a motion to approve the scope change and have MJ Engineering expedite the design of the section of interceptor relining from Round Lake to Coons Crossing Road as well as provide pricing for 800 hours of inspection time for the Interceptor Rehabilitation Design. Commissioner Cannon seconded the motion. Discussion involved budgeting and fund allocation. The Motion was approved. 7 Ayes, 2 Absent, 0 Nays.

Commissioner Hotaling informed the Commission Director Kemper did a presentation on the Zim Smith Trail at the Town of Halfmoon meeting last night. He said Director Kemper thanked the Sewer District for working with the Planning Department and informing them of the work they were planning to do on the trail and he also thanked Executive Director Rourke for reaching out to him.

SCADA Upgrade RFP – Executive Director Rourke reported the new server is online; the project is underway and should be completed in the next couple of months. He said training is still needed and there are some moving parts involved. He also informed that the new version is not working on the old operating system and SCSD may need to purchase new software and hardware. If so, that would need to go through this Commission and he said it would be a well needed upgrade.

Sludge Hauling – Last month the Board of Supervisors (BOS) passed a resolution to amend Casella Organics contract and increase their fuel surcharge fee by \$2.50/ton for an additional year. Executive Director Rourke said Casella informed him last week that they would not honor the renewal that was passed through the BOS. SCSD did not have an executed contract so Casella had the right to back out; however, they are going to honor the contract until May 31, 2019 per their original contract. He said the reasoning behind this change was a reduction in the ratio of sludge to Municipal Solid Waste (MSW) at landfills in the western part of the state. Executive Director Rourke said this has certainly put SCSD in a bind and he is working through putting the service out to bid, two (2) possible solutions could be:

- (1) Synagro via rail – Synagro may utilize rail transportation business, EPIC. The northeast is struggling with the number of available outlets and cost will increase substantially with this option.
- (2) Albany County – Exploring the opportunity for taking liquid sludge to Albany County. We would rent or lease trucks to haul sludge to the ACWPD. The solution may be a combination of the two in the end.

Executive Director Rourke said he wanted to inform the Commission of this as we may need to ratify action quickly to appropriate funds from fund balance, or declare a public emergency to purchase what we need to. SCSD can only handle about one (1) week of no outlet before our process begins to fail.

2019 CAPITAL PROJECTS

Knox Woods (HM) and Riverside #1 (ST) Pump Station Upgrades – Executive Director Rourke reported the Design RFP is on the street now. A pre-proposal meeting is scheduled for next Tuesday, April 9, 2019 and proposals are due April 26, 2019. Executive Director Rourke hopes to award to an engineering firm next month.

MICELLANEOUS

237 Malta Ave – Unit Reimbursement – SCSD receives a Certificate of Occupancy (CO) Report sporadically from the municipalities we serve and uses this report to check units for billing. Executive Director Rourke said an email was attached to the agenda packet from Mr. Joseph Guido regarding his residence at 237 Malta Avenue being converted from a two (2) family to a single (1) family home in 2018. Mr. Guido is requesting a refund for sewer taxes he paid in 2019 for the Town of Milton. SCSD was not notified by him until last month and the 2019 tax rolls have already been completed. Executive Director Rourke said SCSD gets these requests from time to time and it has to be decided by this Commission. Executive Director Rourke entertained a motion to reimburse Mr. Joseph Guido \$225.00 for the additional sewer unit he paid on his 2019 tax bill.

Commissioner Loewenstein made a motion reimburse Mr. Guido the (1) unit fee of \$225.00 for sewer charges on his 2019 tax bill for his property at 237 Malta Avenue being converted from a two (2) family to a single family unit in the Town of Ballston Spa. Commissioner Cannon seconded the motion. Discussion involved whose area of responsibility is to make the appropriate changes. Executive Director Rourke said there has to be some responsibility on the homeowner to notify the proper agencies and utilities of such changes and there is no central database where all changes are tracked in real time. Maintenance Manager Eaton informed that any and all sewer unit changes need to be reviewed and approved by the SCSD and the property owner needs to inform SCSD of such changes for any residential or commercial property. The Motion did not pass. 3 Ayes, 4 Nays, 2 Absent.

ATTORNEY REPORT – No Report

DEDICATIONS

Vista's West Subdivision – Town of Clifton Park – Vista's West Development, LLC requested dedication of the sanitary sewer infrastructure servicing Vista's West Subdivision in the Town of Clifton Park. *A motion to accept Resolution 3-2019 dedication of Vista's West Subdivision was made by Commissioner Hotaling and seconded by Commissioner Doyle. Discussion involved conditions of dedication. Resolution 3-2019 accepting dedication of Vista's West Subdivision consisting of (3) manholes and approximately 770 ft of 8" PVC SDR 26 gravity main in the Town of Clifton Park passed **conditioned upon receipt of an original signed Deed of Dedication** 7 Ayes, 2 Absent, 0 Nays*

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

**Next meeting May 9, 2019
3:00 P.M. at the Treatment Plant**