

## APPROVED MINUTES

### SARATOGACOUNTYSEWER COMMISSION No. 1 MINUTES OF SEPTEMBER 5, 2019 3:00 PM at the Treatment Plant

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

**COMMISSIONERS EXCUSED:** All present

**ALSO PRESENT:** Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Assistant Chief Operator, Gene Hutchings; William Bills, 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 Loewenstein

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe said it is that time of year again for the Sewer District's Scale of Charges. There are some large projects in the works and Executive Director Rourke has some great ideas. The Capital Projects Committee is going to meet next week to discuss and come up with some recommendations for the Commission for next month. He asked Confidential Secretary Gorman to email the Committee members and schedule a date, he also asked Deputy County Administrator Cooke to sit in on at that meeting as well.

**APPROVAL OF MINUTES of August 8, 2019.** *Commissioner Thompson made a motion to approve the minutes of August 8, 2019. Commissioner Cannon seconded the motion. No discussion. The minutes of August 8, 2019 were approved. 8 Ayes, 1 Absent, 0 Nays.*

#### **2018 CAPITAL PROJECTS**

**Regional Biosolids Handling Facility** – Executive Director Rourke reported we now have a fully executed contract with Albany County. Design is starting to progress more rapidly now and preliminary workshops will start up in the next couple of months and he will give updates regarding the design. Executive Director Rourke also mentioned that anyone is more than welcome to sit in the workshops if they would like to and he would keep everyone informed so they can be involved in any way they would like to be.

**Ammonia Capacity Analysis and Aeration Upgrades/ Hudson River Sampling** – Executive Director Rourke gave an update. He said we are continuing a path forward towards a solution with NYSDEC and is hoping to have this finalized in the next couple of weeks with more to share in October. He also informed that we are looking at different funding opportunities at both the State and Federal level for this project. Work is progressing in parallel with the preliminary engineering report and some cost estimates are being

generated to refine the funding needs be it assistance or rate based. He hopes to have a more refined budget number for the project here in the next couple of weeks so that number can be used for funding assistance.

Commissioner Hotaling inquired about in house ammonia testing at the Plant and if there was an option of utilizing spent Pepsi product for carbon addition. He said he used to work at a paper mill and they used to treat their ammonia with left over Pepsi Cola. Executive Director Rourke said it is something we could definitely look into as a carbon source and he appreciated Commissioner Hotaling's input.

**Clifton Park Trunk Sewer Rehabilitation** – Executive Director Rourke reported that he did a walkthrough on the site today. There are approximately eleven (11) manholes left to rehabilitate, and final restoration to be done. The project is on schedule and substantial completion should be around mid October.

**Interceptor Rehabilitation Design** – Executive Director Rourke informed the Interceptor Rehabilitation Design Phase VII and Phase VIIA is two (2) separate projects that will eventually be listed separately on the agenda. Contracts for the Phase XIIA portion are almost executed, the contractor has bonds in place and we are awaiting insurance certificates. Executive Director Rourke said a pre-construction meeting will be scheduled the week of the 23<sup>rd</sup> and construction will commence soon after. The contractor is looking to get started on the project before the snow fall. Estimated completion date for this project is April of next year in hopes to get the Zim Smith Trail open by May 2020.

**SCADA Upgrade RFP** – As discussed at the last couple of meetings, Executive Director Rourke said he has been awaiting a final number on the replacement equipment from the General Controls. Attached to the agenda packet was a breakdown for the equipment and labor. Executive Director Rourke said the total cost for 3 Phoenix Industrial PC's, 2 HMIS with 3 mounts, along with the labor to program the PC's came to \$18,698.00. This amount is over 10% of the original contract cost and would require Commissioner approval as well as Board of Supervisor's (BOS) approval. The original contract amount was \$156,475.00 and this amendment will increase the total contract amount to \$175,173.00.

*Commissioner Loewenstein made a motion to forward a recommendation to the Board of Supervisors to authorize an amendment in the amount of \$18,698.00 for the contract with General Control Systems, Inc. increasing their contract from \$156,475.00 to \$175,173.00 to provide two (2) new industrial PC's and necessary engineering and installation services for the Supervisory Control and Data Acquisition System (SCADA) at the Saratoga County Sewer District No. 1's Waste Water Treatment Plant. Commissioner Doyle seconded the motion. No discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

## **2019 CAPITAL PROJECTS**

**Knox Woods (HM) and Riverside #1 (ST) Pump Station Upgrades** – Executive Director Rourke said design is progressing and moving forward. He informed that during initial preliminary engineering work it was found that the collection system had aged quite a bit and there are manhole and piping issues in that area. He added that for next year there are funds budgeted to assess that area for possible upgrades and he will continue to talk about that moving forward.

## **MISCELLANEOUS**

### **Schedule of Scale of Charges Approval**

Procedure for Approving Proposed Scale of Sewer Charges

- Date of Commission meeting to approve 2020 Proposed Scale of Charges and schedule Public Hearing 10/3/19
- Publication of Notice of Public Hearing 10/28/19 – 11/2/19
- Date/time of Public Hearing 11/7/19 at 9:00 a.m.
- Date Commission Approves 2020 Scale of Charges 11/7/19 at 9:15 a.m.
- Publication of 2020 Scale of Charges 11/7/19 – 11/29/19

**ATTORNEY REPORT** – Attorney Hartnett said he had nothing to report outside of Executive Session.

**EXECUTIVE SESSION**

*On a motion by Commissioner Hotaling and seconded by Commissioner Doyle, the Commission moved to go into Executive Session with staff present at 3:17 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: 8 Ayes, 1 Absent, 0 Nays.*

\*Commissioner Fillion entered Executive Session at 3:23 p.m.

*On a motion by Commissioner Hotaling and seconded by Commissioner Doyle, the Commission moved to go out of Executive Session at 3:32 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2). Motion passed: 9 Ayes, 0 Nays.*

**DEDICATIONS** – None

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

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