

APPROVED MINUTES

SARATOGACOUNTYSEWER COMMISSION No. 1 MINUTES OF JANUARY 6, 2022 3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: Howe, Bisnett, Butler, Cannon, Doyle, Fillion and Keegan

COMMISSIONERS EXCUSED: Hotaling and Lansing

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

Chairman Howe welcomed everyone to the January 6, 2022 Saratoga County Sewer Commission meeting.

PLEDGE OF ALLEGIANCE: Led by Commissioner Butler

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe said the last couple of years he has appointed advisory committees that haven't been very active. The Capital Projects Committee came in place of the Engineering Committee and it really hasn't been as active as he would like it to be. The reason for this is because there haven't been any tasks assigned. He said this year we are going to change it up a bit and still have the Capital Projects Committee, but we are going to have a \$100,000.00 threshold. Any project that exceeds \$100,000.00, the Capital Projects Committee will be asked to review the bid process, work with Executive Director Rourke, and come up with an opinion on the findings and be informative directly to this Commission with a recommendation. Chairman Howe said another committee he would like to create was an advisory Change Order Committee. All change orders received will be forwarded to this committee to review, give an opinion with a recommendation on how the Commission should move on that change order. With that, he said the (2) advisory committees for 2022 are as follows:

1. Capital Project Committee – Commissioners Hotaling (Chairman), Doyle, Cannon and Bisnett
2. Change Order Committee – Commissioners Bisnett (Chairman), Fillion and Butler.

Chairman Howe said he doesn't expect a lot of time to be spent here and driving, all this can all be done remotely and through email. He said this will get the Commission more involved and help Executive Director Rourke in the day to day big dollar items. He recommended the committee chairs meet this month with Executive Director Rourke to get an understanding of how to handle paperwork. He reminded this is not to create an extra job for anybody, this is going to be on occasion that it happens. Chairman Howe said he really appreciate everyone's involvement and he thinks these (2) committees will be very productive.

APPROVAL OF MINUTES of December 2, 2021. *Commissioner Cannon made a motion to approve the minutes of December 2, 2021. Commissioner Doyle seconded the motion. No discussion. The minutes of December 2, 2021 were approved: 7 Ayes, 2 Absent, 0 Nays.*

2020 CAPITAL PROJECTS

Storage Building/HVAC and Roof Replacement Design/Property Purchase – Executive Director Rourke gave a Status Update. He said the thing that has been moving forward here is our potential property purchase. We are awaiting one (1) more document that hopefully should be coming through to satisfy our title company's requirements and finalize the purchase and acquire the property.

Executive Director Rourke said as far as the HVAC and roof replacement design, the engineer is still working through their final design for any upgrades that are happening at this facility. As a reminder we have a lot of original HVAC equipment in these buildings that definitely need a little bit of a brush-up, both with the actual equipment itself and with controls.

Interceptor Relining Phase VIIB – Executive Director Rourke said we a meeting was held today with the engineer on the revised 100% plans. He said if you remember, just before the holidays, we finally received approval from the Office of State Comptroller (OSC) to perform this project. The next step to complete, in the next month or so, will be a meeting with the City of Saratoga and City of Mechanicville and scheduling a sit down to discuss how the project will impact those municipalities and make sure that we are being good neighbors. Our goal is, if those meetings go smoothly, and our communications with the Department of Transportation (DOT) and the railroad (RR) go smoothly, we are hoping to go out to bid in March. Executive Director Rourke said if that were to happen we would need to do a bond resolution next month, which we'll have bond council work on this month and that will be brought to the Commission in February.

Chairman Howe said if we bid in March, what would we be looking at for a construction date? Executive Director Rourke said if we bid in March we would want to do at least a 6 week bid because it's such a big project. So, we would be awarding probably in June, which means contracts by late August or early September with notice to proceed end of September or beginning October. Executive Director Rourke said we will be requiring a schedule to be submitted with the bid to understand the thought process. We have all of the limitations from Saratoga Springs listed for construction, we're going to ask this of Mechanicville as well. We know snow plowing is important to them, the last conversation we had was to make sure we are not interfering with any of that and that will be an ongoing conversation with the contractor as we move forward. Chairman Howe said thank you.

Riverside (Stillwater) I&I Reduction Design – Executive Director Rourke reported we are still awaiting finalized contracts with Precision Trenchless, the contractor awarded last month. It usually takes 4-6 weeks to get bonds, insurance, contract signatures and notice to proceed off the ground.

Saratoga Springs Pump Station and F.M. Evaluation and Design – Executive Director Rourke reported we had our 100% report meeting with the engineer. They are working on 100% design plans now and we have a pretty good scope outlined for what we want to do. He reminded we talked about our forcemain being a crucial forcemain that is a single forcemain that runs from the pump station, through Congress Park, to West Circular Street and we were worried about the condition of that pipe and it came back halfway decent. We are looking at options to solidify the end of that forcemain, so that is something else the engineer is working on, but it looks like based on all this initial work we have done, we'll see a significant smaller budget number than what he thought it would have been based on the study that was done 2014. Where we were looking at a brand new forcemain in the city and totally revamping the pump station. In 2014 the number was somewhere around \$14M and this is more in the range of \$2M to \$3M dollars to keep that station operational and get us some more years out of that forcemain. Executive Director Rourke said it is good news in that regard.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke reported the engineer, Wright Pierce is working on 100% plans. The next thing we need to do with that, which is time sensitive, is getting a meeting with this engineer and our ammonia upgrade engineer to go over scheduling as those projects are going to be happening simultaneously on site. Part of the reason why we are looking at the other site to utilize that as well for staging for contractors and engineering trailers. So, the next step with that is to get those (2) engineers together to understand the schedule, lead times, how lead times have been effected with COVID-19 and make sure we are not causing any undue increased cost because we are trying to do too many things at once.

CMMS & Asset Management Implementation – Executive Director Rourke reported all of our arcmap and Geographic Information System (GIS) hurdles are finalized with the County Planning department. We are now working on loading assets into the software. The hope is in the next month we will have some of our final meetings to get it off the ground and our training complete, not only with those staff that are here at the plant but all other staff that will be using it on the road. Executive Director Rourke said once it is up and running he wants to show the Commission. It is cloud based and online, so he will put it up on the screen so they can see how it works and show what we paid for. Chairman Howe said that would be great. Commissioner Doyle said thank as well.

Technical Determination of Local Limits – Executive Director Rourke said this item was put on the agenda as a status update but he was going to move it to a motion to award. We completed our Technical Determination of Local Limits and found some chemicals that could potentially be causing us some heartache in terms of actual treatment of wastewater and inhibiting the treatment of wastewater and want to get a better idea of how that affects our plant. There are a couple of different ways to do that and we want to attack it both ways. One way is (1) profiling the plant, go through each aeration basin, take samples, utilize existing infrastructure we have here called the HACH DR6000 spectrophotometer that does analysis on site to understand different chemicals that are in the wastewater at different points. The other way is (2) sampling and nitrification inhibition testing which we would have to partner with a university on. We were going to do the University of Arizona but they don't have the wherewithal right now and they currently do not have grad students in the program and therefore don't have the labor to be able to do the work. He said Clarkson University, which is more local, may be able to help us.

Executive Director Rourke said with these (2) different prongs, the one we want go down is process profiling, it's a cost of \$44,000.00 and we would do it as a contract amendment to our Technical Determination of Local Limits engineer, Arcadis. The Technical Determination of Local Limits contract was \$24,500.00, this is a little bit more because it requires boots on the ground and actual sampling. This will be a not to exceed but the hope is that these costs are a little less because they can train our staff, we understand the sampling protocol and what data we are looking for, and that cost can actually be cut down. This would be a motion to award an amendment to the Arcadis contract in the amount of \$44,000.00 bringing the total contract amount to \$68,500.00. Chairman Howe entertained a motion.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize an amendment the agreement with Arcadis of New York, Inc. in the amount of \$44,000.00 to include additional process profiling assistance and reporting for an amended total not to exceed \$68,500.00. Commissioner Bisnett seconded the motion. Discussion involved the many azole chemicals we find which are also found in household and industrial products, nitrification inhibition testing, denitrification inhibition testing, training, sampling, wastewater treatment during the winter vs. the summer and taking a global approach to see how our plant operates and see where we are affected. Motion passed: 7 Ayes, 2 Absent, 0 Nays.

Boiler Supply and Return Piping Replacement – Executive Director Rourke reported we are finally ground broken, pipe is onsite and being put in the ground. That is a good step forward for where we need to be. A couple of minor things, but nothing in terms of official added cost and we are moving forward.

Building #2 Roof Replacement – Executive Director Rourke said this job was awarded to VAD Contractors Inc. We really struggled with trying to get the required insurance per our general conditions. VAD couldn't provide the insurance per the bid documents and therefore had to be released. We reached out to the second bidder, Mid-State Industries in the amount of \$352,811.00 and they are cooperating. They were also willing to hold their price so we need a motion to award to Mid-State Industries for the Building #2 Roof Replacement in the amount of \$352,811.00. Chairman Howe entertained a motion.

Commissioner Bisnett made a motion to forward a recommendation to the Board of Supervisors to authorize an agreement with Mid-State Industries, Ltd., of Schenectady, New York, for the demolition and replacement of the roof on Building #2 at Saratoga Sewer District No. 1's Wastewater Treatment Plant, at a cost not to exceed \$352,811.00. Commissioner Fillion seconded the motion. Discussion involved difference in cost. Motion passed: 7 Ayes, 2 Absent, 0 Nays.

2022 CAPITAL PROJECTS

Biosolids Handling Facility – Executive Director Rourke reported we are still working through finalizing the contract. That is back in the engineer's hands now, the amended and restated contract from the original Albany contract. They are going over some final tweaks but they are moving forward with a couple of the analysis like we had state before on the third party vendor that may want to be included, or be a part of our biosolids project. One was a DAAS facility – drying as a service facility, second was intrigued at a bio digester here that wasn't only biosolids but also food waste, and the third was the Saratoga Biochar facility that's looking to be built in the Town of Moreau, that would take our biosolids and pyrolysis it and create a biochar product. We've had meetings with these entities and talked about what we need for variables in terms of input for our energy model to understand how our costs would look if we did partner with these vendors.

Ammonia Related WWTP Upgrades – Executive Director Rourke reported we finalized our 100% design comments and are sending those back to the engineer tomorrow. NYSDEC stated they should have comments back to us after our permit is finalized. Our permit should be finalized based on public comment being completed by tomorrow. Executive Director Rourke said if no comments are received he would expect to get to 100% design approval from NYSDEC by the January 15, 2022. If we don't hear from NYSDEC by January 15th he will reach out to them formally for an extension to the consent order because we will not meet any of the upcoming deadlines without an extension. Executive Director Rourke said if we do get approval from NYSDEC and comments by January 15th we would be out to bid probably by the beginning of February for the project, potentially awarding that project in April and that would move relatively quickly and go through the Capital Projects committee prior to any award.

Aeration Tank Improvements – Executive Director Rourke said this is an item where we need to work with the ammonia treatment upgrade to make sure we can correlate whatever improvements we want to do for the aeration tanks. This is the dewatering issue we had that was related to litigation. We did some testing here and think we may potentially be able to utilize a permanent dewatering system as opposed to maybe rock anchors. The decision isn't finalized yet as we have to make sure the engineer Ramboll and the engineer for the ammonia upgrades, Barton and Loguidice are on the same page because we don't want to have to tear out what we just put in for the ammonia upgrade because we do have concrete work that still needs to be done. Eventually there will be an increase to Ramboll's contract to finalize some of those design plans to make sure that we can either get them in the bid or add them to the contract soon after award.

Contract #22 and the D&R Pump Station Upgrades – Executive Director Rourke reported this another award from last month that we are awaiting necessary bonds and insurance for contract execution.

MISCELLANEOUS

Lab Services Contract – Executive Director Rourke said this item is a housekeeping resolution for the sewer district. This is our contract with Adirondack Environment Services and they do all of our lab analysis for pretty much everything that we cannot do in-house. This is a motion to award a contract not to exceed \$70,000.00 which is the same amount we had last year and is requesting again this year. Chairman Howe entertained a motion.

Commissioner Fillion made a motion to forward a recommendation to the Board of Supervisors to authorize a renewal agreement with Adirondack Environmental Services, Inc., of Albany, New York, to provide lab testing and wastewater analysis services, for a term of January 1, 2022 to December 31, 2022, at a cost not to exceed \$70,000.00 with Adirondack Environmental Services, Inc. Commissioner Doyle seconded the motion. Discussion involved the possibility of doing any analysis here and the fair pricing for the contract. Motion passed: 7 Ayes, 2 Absent, 0 Nays.

ATTORNEY REPORT – Attorney Hartnett said Executive Director Rourke covered the property purchase at 523 Main Street. He informed we are ready to close on our side and waiting for a discharge of a mortgage confirmation on the seller's side. As soon as that is received we can close on that property. Second is the dedication for The Estates at Kelley Farms Subdivision PH IV. All documents are in order and prepared to be considered by the Commission.

DEDICATIONS

The Estates at Kelley Farms PH IV – Town of Ballston – Barbara Homes-Kelley Farms, LLC requested dedication of the sanitary sewer infrastructure servicing The Estates at Kelley Farms Subdivision PH IV in the Town of Ballston. *A motion to accept Resolution 1-2022 dedication of The Estates at Kelley Farms Subdivision PH IV was made by Commissioner Doyle and seconded by Commissioner Bisnett. No discussion. Resolution 1-2022 accepting dedication of The Estates at Kelley Farms Subdivision PH IV consisting of (11) manholes and approximately 1,417 ft. of 8" SDR-26 gravity main in the Town of Ballston passed: 8 Ayes, 1 Absent, 0 Nays.*

Chairman Howe said before we adjourn the meeting he wanted to give an honorable mention to Bill, Andrew, Gene and Nate. He said next to Executive Director Rourke, these (4) guys are the reason our phones don't ring. They keep the field work and plant operating and he thanked them very much for all their efforts. With that, he entertained a motion to adjourn.

A motion to adjourn the meeting was made by Commissioner Bisnett and seconded by Commissioner Doyle. The motion passed unanimously.

**Next meeting February 8, 2022
2:00 P.M. at the Treatment Plant**