

APPROVED MINUTES

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

COMMISSIONERS PRESENT: Bisnett, Butler, Doyle, Fillion, Hotaling, Lansing and O’Neill

COMMISSIONERS EXCUSED: Howe and Keegan

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 Naughton, Assistant County Attorney

Acting Chairman Hotaling welcomed everyone to the March 3, 2022 Saratoga County Sewer Commission meeting.

PLEDGE OF ALLEGIANCE: Led by Commissioner Fillion

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: Acting Chairman Hotaling said he was filling in for Chairman Howe while he was away at training. He said next Thursday, March 10, 2022 at 1:00 p.m. the Capital Projects Committee will meet here at the plant and Executive Director Rourke will be doing a briefing. He then asked for a motion to approve the February 8, 2022 minutes.

APPROVAL OF MINUTES of February 8, 2022. *Commissioner Bisnett made a motion to approve the minutes of February 8, 2022. Commissioner Fillion seconded the motion. No discussion. The minutes of February 8, 2022 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 quick status update. He said we are set to receive the 100% plans and revised cost estimate on March 11, 2022 and he will review and update the Commission next month on where we stand with that work. Some things have arisen on our HVAC side that we are not entirely sure how the solutions are going to come forward and what those costs are going to be, but he will have more information on that shortly.

Interceptor Relining Phase VIIB – Executive Director Rourke said another meeting was held with our engineer and we are just about finalized with our path forward. Beginning next week he will be reaching out to both the City of Saratoga Springs and City of Mechanicville to set up meeting dates to get everyone’s buy in and to understand what the intent of the project is and how it can potentially affect each municipality’s schedule. After looking at the 25 foot permanent easement, which we do have for the majority of the interceptor, we are going to try to get temporary easements wider than 25 feet. This is another way to inform the residents that the work is going to be happening as some of this work is in tight residential areas, especially

in the City of Saratoga Springs and City of Mechanicville. Information will go out a couple of different ways: (1) a door hanger to the addresses we found that are going to be affected and (2) a letter to follow with a temporary easement to execute.

Commissioner Fillion inquired if the temporary easement was so people could move their cars out of the way. Executive Director Rourke said the permanent 25 foot easement is tight when you have to take a 6-8 foot diameter manhole cover off and set it aside. That manhole cover could be close to a lawn, a flower bed or the property line and we still have to get by with a box truck to do the slip lining, so again that 25 feet is tight. The work we have done to date has all been on the Zim Smith Trail and that has been easy, but some of the locations where manholes are close to front yards he feels it is better to get a buy in on the front end before we do the work. Commissioner Fillion said thank you.

Riverside (Stillwater) I&I Reduction Design – Executive Director Rourke said for this we need a motion to amend BOS Resolution numbers 139-19, 244-20 and 99-22 to change the name of Chazen Companies to LaBella Associates, D.P.C. due to a company merger. Our resolutions have us able to do business with Chazen and they do not exist anymore. He asked for a motion to amend those resolutions to rectify that.

Commissioner Lansing made a motion to forward a recommendation to the Board of Supervisors to authorize and amendment BOS Resolutions 139-19, 244-20 and 99-22 to reflect the Company Name change from Chazen Companies Engineering, Land Surveying, Landscape Architecture & Geology, D.P.C. to LaBella Associates, D.P.C. for design, construction administration and construction inspection services related to planned upgrades to the Knox Woods and Riverside #1 Pump Stations at a total cost not to exceed \$227,263.00. Commissioner Bisnett seconded the motion. No discussion. Motion passed: 7 Ayes, 2 Absent, 0 Nays.

Saratoga Springs Pump Station and F.M Evaluation and Design – Executive Director Rourke reported we have finalized some of the details but still have questions on the forcemain side and are awaiting answers from the engineer. We are at a point where we have a compliance set that we can send to NYSDEC for a cursory review. He said sometimes these projects they don't really approve because it is just a maintenance item, not necessarily anything new that they need to actually approve, but we should be expecting those plans shortly for review and comments.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke gave a status update. He said we just received 95% plans to review and are awaiting a finalized adjusted cost estimate. One of the themes that is a through line through all of these projects is the costs estimates are crazy right now. We are doing our best to understand what the implications are of the supply chain issues and what is going on overseas right now. He said we are doing our best to try to get cost estimates but there are always caveats attached to them.

CMMS & Asset Management Implementation – Executive Director Rourke reported we resolved all of our issues that we were worried about with our arc map and shape files and we are now just awaiting next steps from our engineering partner to continue moving forward. He said hopefully that happens soon as they are supposed to reach out to us next week to get that on the schedule.

Technical Determination of Local Limits – Executive Director Rourke informed we have gotten some good information from the process profiling that we have done. Arcadis has been onsite testing our basins as well as providing us with some great data. We are also trying some new things at the facility to get better data, hopefully in the short-term. Chief Operator Hutchings and Assistant Chief Operator Morris have been really good working with the Arcadis team. He said we are also going to be doing inhibition testing under this item

as well, he doesn't have a cost for that yet, but hopefully he will have something this month to understand the effect of our influent on our biomass to see how much we are behind the eight ball for starting treatment. He said there will be an additional cost for that but that's not going to be quite yet. Commissioner Fillion asked if he was still waiting to hear from the EPA. Executive Director Rourke said the EPA has not responded to our local limits yet. We gave them all the information, some of the things we told them were a little open-ended because of work that still has to get done, but again it is kind of cutting edge in terms of the problems we are dealing with. He said he thinks they understand the problems we are facing and are working with us, which is nice.

Boiler Supply and Return Piping Replacement – Executive Director Rourke reported this project is 100% complete minus restoration and it will come off the agenda. Everything is operational as of yesterday and restoration will be completed in the spring.

Building #2 Roof Replacement – Executive Director Rourke reported we are still just finalizing contracts and dates for a kickoff meeting but still moving forward with the project.

2022 CAPITAL PROJECTS

Biosolids Handling Facility – Executive Director Rourke said we had our initial meetings and talked about third party options. Based on all the information we received we weren't necessarily trusting of all of the numbers because we were asking for a cursory amount they would charge us. Some of the numbers matched what our cost would be off the rip, but there were some red flags. We said lets progress our design 30%, which we already have a contract for, and see where we stand. Then if we want to go out for a request for expression of interest or even a hard RFP at that time for a third party vendor to put some hard numbers down for potentially partnering, we will do it at that time. He said we are basically telling the engineer to move forward with some of the technical aspects of the design and technical memos, figure that out and then make a decision when the 30% design is complete.

Ammonia Related WWTP Upgrades – Executive Director Rourke informed he sent an extension request to NYSDEC and got a verbal back that everything looked okay. Our request was to extend the construction start date from April 1, 2022 to October 1, 2022. He has not received anything official yet, but in that same letter he said we will commit to being out to bid April 4, 2022. Executive Director Rourke said he has buy in from the engineer that more or less that is going to happen. If it doesn't happen by April 4, 2022 that is going to be concerning and we will talk with the engineer at that point, but our goal is to be out by April 4, 2022 and advertised for bid for contractors to receive plan sets and specifications.

Aeration Tank Improvements – Executive Director Rourke said he received an email today that the formal proposal for this work should be received by Monday. This will be another area where next month we will probably be looking at a cost increase for an engineering firm that is now Ramboll f/k/a O'Brien and Gere, our consulting engineer through litigation that looked at how those tanks were deficient and did work to figure out how to bring them up to code. This cost increase next month will be brought to the Commission and will encompass some of that review and design work to get that done. We will either attach it to the ammonia project as an addendum or potentially go out to bid with it as a separate project, or even maybe get a price for a change order from the contractor that gets awarded for the other bid. Executive Director Rourke said we will have to see the best route at that time as we don't have an answer yet, but that is moving forward.

Contract #22 and the D&R Pump Station Upgrades – Executive Director Rourke said we got a list from the engineer on information they needed. We gathered all that information and sent it to them for review. This project is still in its early stages but we are still moving forward with it.

MISCELLANEOUS

Homeowner Claim for Reimbursement – Executive Director Rourke provided some history on this item for some of the new Commission members. He said SCSD #1 owns a bunch of grinder pumps around the collection system. Some of those grinder pumps are on Church Hill Road in the town of Halfmoon. The grinder pumps on Church Hill Road are fed by a circuit breaker that is inside the house and the grinder pumps around the lake are served from an electric drop that SCSD pays the power bill for. Executive Director Rourke informed we got a call that the grinder pump at 99 Church Hill Road was not functional. SCSD staff went out and checked the continuity in the line and it was good. We saw that the breaker was not flipping on our end but the breaker in the house continued to flip; therefore, we told the homeowner that it was an issue on their side. The homeowner hired an electrician, came back to us and said the problem is on our end. Executive Director Rourke said SCSD staff went out again and used a megger to meg the wire and found that the problem was actually on our end. The homeowner spent \$337.50 on the electrician and is requesting a refund for that money spent.

Executive Director Rourke said there is some precedents for this type of refund and we have done it in the past. In 2011 the Sewer Commission passed a motion to authorize the Executive Director in conjunction with the County Attorney's office to approve and pay claims up to \$1,000.00. This particular item is less than \$1,000.00 and according to the motion we could have moved forward with it but Executive Director Rourke wanted to bring it to the Commission as there are many new members since 2011. He said it is his opinion that we issue a refund to the homeowner for the \$337.50 as we were responsible for having the homeowner hire an electrician when in fact it was an issue on our end. He added it's a lesson learned on the difference between checking the continuity in the line and megging a wire and for that our standard operating procedure has changed. Executive Director Rourke said he will leave it up to the Commission on how we want to handle this, under the \$1,000.00 or make a separate motion. Commissioner Lansing said mistakes happen, lesson learned and we should reimburse the homeowner. Commissioner Bisnett said he is comfortable with the practice SCSD has been using and certainly in this case it is our responsibility and sees no reason not to reimburse them. Commissioner Fillion said Executive Director Rourke's position warrants the flexibility to make those decisions and it is nice he brought it to the board when he did not have to. Executive Director Rourke said if everyone is okay with him going under the \$1,000.00 he will work directly with Attorney Naughton to get the homeowner reimbursed. The Commission agreed and thanked Executive Director Rourke.

ATTORNEY REPORT – No Report

DEDICATIONS – None

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

**Next meeting April 7, 2022
3:00 P.M. at the Treatment Plant**