

APPROVED MINUTES

**SARATOGA COUNTY SEWER COMMISSION No. 1
MINUTES OF APRIL 7, 2022
3:00 PM at the Treatment Plant**

COMMISSIONERS PRESENT: Howe, Bisnett, Butler, Doyle, Fillion, Hotaling, Keegan and Lansing

COMMISSIONERS EXCUSED: O’Neill

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; George Cannon

Chairman Howe welcomed everyone to the April 7, 2022 Saratoga County Sewer Commission meeting.

PLEDGE OF ALLEGIANCE: Led by Commissioner Butler

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: Chairman Howe thanked Commissioner Hotaling for filling in for him last month and apologized to the Commission for his absence.

Chairman Howe mentioned that George Cannon was here with us today. He said we asked George to come in to present him with a plaque for his many years of outstanding public service to the Saratoga County Sewer District. Chairman Howe called him up and read a letter on behalf of the Sewer Commission. He said the Commission would like to take this opportunity to express our sincere gratitude and appreciation for his 17 years of service to the Saratoga County Sewer District. He thanked him for his efforts in providing outstanding service and representation for the City of Saratoga Springs. He said the Sewer District staff and Sewer Commission also acknowledged his time, talent and expertise that he brought to this group. From chairing the Personnel Committee and the Long Range Planning Committee as well as being a member of the Budget, Engineering, Bylaw Review, Sewer Ordinance, Biosolids and Regional Biosolids Committees, he always had the best interest of the Sewer District and the public in mind. Chairman Howe said its efforts like his that set an example for others to follow and really define the true nature of providing public services. He added the Commission will truly miss his presence at the monthly meetings and everyone wished him the best of luck in the future. Mr. Cannon said thank you very much and the Commission applauded.

Executive Director Rourke said everyone chipped in on a plaque. The plaque read “Presented to: George Cannon in appreciation for 17 Years of Service and Dedication as Saratoga County Sewer Commissioner, City Saratoga Springs 2004-2021.” He added a big thank you to George for lessons he learned when he came on board 7 years ago and all the conversations they had. The Commission applauded.

George said he really appreciated this and that it was great being colleagues with everyone here. He said the staff in the back holds it all together, great job, very professional so kudos to you. To Attorney Naughton he said he’s known him the longest and it was great having him on board with us. To Executive Director Rourke

he said the thing he liked most was he educated us for our votes and made sure we had all the information available. Last but not least there's a famous expression that behind every great man is a woman rolling her eyes, well Anne (laughter) without you, we all appreciate what you do and how you do it and he said thank you. He added Chairman Howe knows how to run a meeting and he thanked everyone again (applause). The Commission thanked George for coming. Chairman Howe thanked Confidential Secretary Gorman for doing a lot of the leg work and said he really appreciated the Commission as well for all pitching in.

Chairman Howe said also under Chairman's comments, the reason he believes Commissioner O'Neill isn't here today is because he heard unfortunate news this afternoon that the Commissioner of Public Works in Saratoga, Skip Sicrocco passed away. He said Skip was a solid public servant and it is a shame. With Commissioner O'Neill being Deputy Commissioner, he will certainly going to be very busy.

APPROVAL OF MINUTES of March 3, 2022. *Commissioner Bisnett made a motion to approve the minutes of March 3, 2022. Commissioner Hotaling seconded the motion. No discussion. The minutes of March 3, 2022 were approved: 7 Ayes, 1 Absent, 1 Abstain, 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 just received final plans at the end of March. He is reviewing them and waiting on a final cost estimate for the HVAC work to understand how that is going to impact our capital improvement plan and if we want to phase that work or not, but we are moving forward with that review.

Interceptor Relining Phase VIIB – Executive Director Rourke said this is a motion to amend an existing contract with MJ Engineering. A proposal was provided in the agenda packet. Executive Director Rourke said he spoke with the change order committee on this. This amendment with MJ Engineering and Land Surveying P.C. is for work related to the construction administration and inspection services related to the work for the interceptor rehabilitation project. This amendment will include 2,800 hours of inspection services at \$115/hour as well as lump sum administration services. The total amendment cost is \$444,367.00 and would bring the total project cost to \$735,567.00. Chairman Howe asked if there was any input from the change order committee. Commissioner Bisnett said there were no red flags and the committee was comfortable moving forward. Executive Director added this work was not included in the initial design RFP because we weren't sure exactly of the scope and now that we are ready to go to bid, we understand the scope of the work and how much effort is going to be needed. Chairman Howe entertained a motion.

Commissioner Butler made a motion to forward a recommendation to the Board of Supervisors to authorize and amendment to MJ Engineering's contract to include work related to the construction administration and inspection services related to the work for the interceptor rehabilitation project for a total cost not to exceed \$444,367.00 and bringing the total project cost to not exceed \$735,567.00. Commissioner Fillion seconded the motion. No discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays.

Riverside (Stillwater) I&I Reduction Design – Executive Director Rourke reported work started this week with cleaning out lines and getting one line slip lined in the town as well and that work will continue moving forward. Chairman Howe asked if there were any surprises. Executive Director Rourke said there was one interesting dilemma, the contractor likes to slip line the pipe and not provide service during that process for up to 4 hours and residents with a sump pump were asked to turn them off. The Contractor relies on the homeowner to do that but one (1) homeowner did not and flooded their basement and wasn't very happy. He said it is really the contractors issue as they are the ones affecting their service. The contractor did notify the homeowner two (2) weeks before and again 24 hours before the work was to be done. Executive Director

Rourke added it is very difficult for SCSD to enforce that on private property. He said it is known to happen and is an illicit discharge and he sees it as the contractor's issue. It is our stance that service should be provided but the contractor decided to disrupt service instead of bypass pump. Executive Director Rourke said there are all sorts of options but that comes down to means and methods. He said his directive right now is if we get calls from homeowners, direct them to the contractor.

Saratoga Springs Pump Station and F.M Evaluation and Design – Executive Director Rourke informed he received an email in the middle of March. The engineer is performing some internal keyway on the drawings. We are reviewing a few different things on our end such as generator size. Hopefully we have these plans for review sometime in April as well as get some questions answered with a revised cost estimate. That is the goal.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke gave a status update. He said we are still sitting on the 95% plans to review. We've had a couple of questions as well as modifications. He added just as a reminder, this is that project that we are bumping the bid date back so we can better coordinate with the ammonia project as there is some overlap mainly on the electrical side with new generators and the motor control centers. He said we are still reviewing those plans and the work is progressing nicely.

CMMS & Asset Management Implementation – Executive Director Rourke informed this is a motion to enter into a renewal agreement with Utility Cloud. We had an existing 1 year agreement with them for \$40,000.00 for the first year. This motion would authorize an additional 3 year agreement with Advanced Enterprise Systems Corporation d/b/a Utility Cloud for a "Software as a service agreement" for SCSD's asset management software. The cost of the software is \$40,000 per year for a total cost of \$120,000.00. He said asset management is becoming the standard in the wastewater industry to better understand important equipment failure data, replacement costs and capital project planning. This will also allow for digital work orders and computerized maintenance management. He said we have made some really good progress on this and we are finally seeing what we like and what we want to change. The reality is it is going to take a full year cycle of going through everything to really sink our teeth into this asset management program. Executive Director Rourke said that is why he thought it wise to extend the contract for three (3) more years at the same price as we are seeing all sorts of price increases coming. Utility Cloud offered to extend the same price for all three (3) years and he thought it made sense to jump on that, extend the contract and continue to work on the program to get the most out of this software.

Commissioner Hotaling made a motion to forward a recommendation to the Board of Supervisors to amend the 1 year agreement with Utility Cloud and extend the contract for 3 more years at \$40,000.00 per year with a total cost not to exceed \$120,000.00. Commissioner Lansing seconded the motion. Discussion involved money savings for the program, KPI's (Key Performance Indicators) that will allow us to see where we lack in terms of efficiency and budgeting to better understand and plan, as well as reactive preventative maintenance, software service, maintenance and warranty coverage. Motion passed: 8 Ayes, 1 Absent, 0 Nays.

Technical Determination of Local Limits – Executive Director Rourke said this is another motion to amend an existing agreement. Information was sent out to the Change Order Committee albeit a little late as it was just received this week. He said a proposal from Arcadis was attached to the agenda packet. The initial contract was to do our technical determination of local limits work which has to do with our industrial pretreatment program for our different industries in our collection system. What came about from that work was the need to do process profiling work at the plant, which we have been doing and has given us some really good information on different parameters throughout the treatment plant, what things are working efficiently and what things are not. For example, we saw that we were performing really well on one side of the plant verses

the other, questions about loading came up, etc. He said that has been worthwhile as we were able to talk that process through with our engineer and bounce off some ideas for that first amendment.

Executive Director Rourke said this second amendment is for \$124,000.00 to perform work associated with defining the level of nitrification and denitrification inhibition at the WWTP due to an industrial discharger. Arcadis will use their internal treatability lab to perform this work, and work with the industry up front so all approve of the plan. A report will be generated after the testing to inform all parties of the potential treatment hurdles SCSD faces moving forward. This work is essential to help understand possible capacity limitation at the plant and Arcadis is uniquely qualified as they have an internal lab that can perform this kind of work. We've done similar work in the past on the nitrification side with our ammonia engineer and we have some idea and came up with a design parameter, so we are going to repeat that work but we are also going to do 2 other factors as well: (1) denitrification which we didn't do before which is a different process, different organisms, and we're going to understand how they are affected by these chemicals or potentially any other chemical and also (2) deammonification which is side stream treatment for our potential future digester that we want to understand how filtrate from our digester may affect that process as well. Executive Director Rourke said all of that is encompassed into this \$124,000.00 amendment which would change the total contract amount to \$192,500.00 and we would need a motion to approve that to get that jar testing done.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize and amendment to the agreement with Arcadis of New York, Inc. to perform work associated with defining the level of nitrification and denitrification inhibition at the WWTP at a cost not to exceed \$124,000.00 bringing the total contract amount to \$192,500.00. Commissioner Bisnett seconded the motion. Discussion involved Global Foundries (GF) FAB 8.2, discharging and pretreatment plans. Further discussion involved if GF was going to collect and haul off site or to discharge, and if so, do we need to do more tests to understand how that is going to affect us but those questions can't be answered until more information is provided. Commissioner Bisnett expressed concern as GF is meeting at the Malta Planning Board on April 26, 2022 to start talking and are looking to break ground in August. He said he thinks we need to be proactive to make sure whatever they are going to be sending us, we will have the capability to treat. Commissioner Doyle said one option may be to combine both waste streams, if that is practical, and have one waste stream from them. Executive Director Rourke said he is interested to see where GF's pretreatment plant is going to be and how that is going to work but as of today he has no information on that. Commissioner Bisnett suggested Executive Director Rourke reach out to the Town of Malta to get information that was presented to him which had a fair amount of information; drawings, different aspects of the building, gallons per day expected, head flow rates, etc. Executive Director Rourke said he appreciated the information and would reach out to the town if needed. Chairman Howe said great discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays.

Building #2 Roof Replacement – Executive Director Rourke gave a status update. A preconstruction meeting is scheduled for April 18, 2022 to discuss the schedule and that project will be moving forward.

2022 CAPITAL PROJECTS

Biosolids Handling Facility – Executive Director Rourke reported we are still working through our initial 30% design plans. There are a couple of technical meetings scheduled with manufacturers to go over the deammonification process he discussed recently to understand that system a little better since it is something new that none of us have experienced before to a great degree.

Ammonia Related WWTP Upgrades – Executive Director Rourke informed we are very close to being ready to go out to bid and planning to advertise on Monday, April 11, 2022 with a bid opening date set for May 26, 2022 and a pre-bid meeting scheduled here at the WWTP for April 26, 2022. The project is moving forward

and puts us back on schedule with our consent order. He added we did get written approval from NYSDEC for the extension date for construction to be moved from April 1, 2022 to October 1, 2022, so being able to get out to bid next week puts us back on schedule.

Aeration Tank Improvements – Executive Director Rourke said this motion to amend an agreement. This work is related to structural modifications that need to be completed in the aeration basins as well as transferring our temporary dewatering system and groundwater tank system to a permanent one. Information was provided in the agenda packet from Ramboll Americas Engineering Solutions Inc. f/k/a O’Brien and Gere Engineers. The amendment is for \$82,000.00 and will raise the total contract amount to \$283,000.00. This work is linked to findings during litigation that the tanks don't meet code. This design and project will bring the tanks up to code and allow us to maintain the tanks by dewatering the site around the basins. Executive Director Rourke said we would need a motion to amend the contract in the amount of \$82,000.00. Chairman Howe entertained the motion.

Commissioner Lansing made a motion to forward a recommendation to the Board of Supervisors to authorize and amend Ramboll Americas Engineering Solutions, Inc., f/k/a O’Brien & Gere Engineers, to provide final design services for the Sewer District’s modifications to Aeration Tank Nos. 5-8 82 at a total cost not to exceed \$82,000.00 bringing the total contract cost to not exceed \$283,000.00. Commissioner Bisnett seconded the motion. Discussion involved the change order committee approval, correlation between Barton & Loguidice (B&L) and Ramboll working together on the project, B&L doing all the structural analysis and mechanical design on the original tanks and Ramboll doing the structural work as they were part of our litigation team and understand where the structural problems were based on models they performed. Further discussion involved equipment, anchorage and if there would be and changes or modifications for design and any additional fees. Executive Director Rourke said this needs to be taken a little further before any design correlation can be completed. Both engineers are working well together. Motion passed: 8 Ayes, 1 Absent, 0 Nays.

Contract #22 and the D&R Pump Station Upgrades – Executive Director Rourke said the contract #22 portion of this design we are moving out of and into emergency repair which we will get into at the end of this agenda. We are going to substitute other work for this engineer to do in lieu of this contract. In general, this is a relatively new design contract so the engineer is continuing to work and progress that design forward.

Commissioner Hotaling asked what the emergency repair was. Executive Director Rourke said contract #22 is the line behind the Home Depot off exit 9 in Halfmoon. When we CCTV’d it a while ago, it was found that there were some pretty good size holes in the pipe where you could see the actual aggregate, the stone on the outside. He said instead of waiting for the engineer to design it and put it out to bid, there is an Onondaga contract that allows us to piggy back off of to do this work.

MISCELLANEOUS

Capacity Evaluation – Executive Director Rourke said this is something he has floated by the Capital Projects Committee and also had a really good meeting on March 10, 2022. One of the things that was discussed was capacity, Tech Park capacity and FAB 8.2 and what was born of that was hiring an engineer that is a well versed in strategic planning for capacity and funding. He said in the agenda packet was a proposal from Delaware Engineering stating to do some of this work. If awarded, the engineer would look at existing studies and speak with SCSD staff to understand where some bottlenecks currently occur and look at potential future growth in the county to ensure the wastewater system can support the counties goals for growth and economic development. He said more and more we are coming up to locations where we are hitting 85% and 95% capacity and we starting to get concerned that it is happening more often. The thought is we can we plan a

little better instead of being reactive when projects come in as well as plan a little bit more where these pinch points are and understand what our wastewater system is capable of, then to plan for potential upgrades, whether it is transport or treatment in those locations, or here at the WWTP. The last aspect of this is the funding side and utilizing a firm called Plummer Wigger, LLC that has great relationships with multiple state agencies that will help us with funding opportunities and understanding potential regulation changes that will affect our ability to transport and treat wastewater at the best value for constituents. Executive Director Rourke said the proposal is for a not to exceed \$90,000.00 to do this work as we request it. Chairman Howe entertained the motion.

Commissioner Fillion made a motion to forward a recommendation to the Board of Supervisors to authorize an agreement with Delaware Engineering, D.P.C. for professional services including strategic infrastructure and financing planning at a cost not to exceed \$90,000.00 subject to the approval of the County Attorney. Commissioner Keegan seconded the motion. Discussion involved purchasing and bid policies and minimum dollar threshold to go out to bid for contractors and vendors verses professional services. Motion passed: 8 Ayes, 1 Absent, 0 Nays.

Contract 22 – Executive Director Rourke said in the agenda packet there is a cost proposal from Precision Trenchless for approximately 1,400 linear feet of sewer pipe infrastructure in the amount of \$84,792.00 for work relating to a pipe rehabilitation in the Town of Halfmoon near the crossings. The pipe has shown advanced deterioration and warrants utilizing an existing Onondaga County bid to piggy back off of. He said our purchasing department has reviewed the information and signed off that they are good with it. Executive Director Rourke said we have used them before and their work was pretty good and we want to utilize them again to get this work done. He asked for a motion to award to Precision Trenchless, LLC in the amount of \$84,792.00.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize an agreement with Precision Trenchless, LLC to provide approximately 1,400 LF of 12" UV CIPP piping and bypass pumping at the Crossings of Halfmoon for a total cost not to exceed \$84,792.00. Commissioner Hotaling seconded the motion. Discussion involved the importance of getting this work done. Motion passed: 8 Ayes, 1 Absent, 0 Nays.

Maintenance Facility – Executive Director Rourke said this last item he just wanted to briefly touch on the maintenance facility that we purchased at 523 S. Main Street in Mechanicville. In the agenda packet he provided a rough draft outline of some work we are looking to do. He said we have power turned on and we are working on getting the internet turned on and we're working to get occupiable space over there. The outline showed a plan for short term, medium term and long term.

ATTORNEY REPORT – No Report

DEDICATIONS – None

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

**Next meeting May 5, 2022
3:00 P.M. at the Treatment Plant**