

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF AUGUST 4, 2022 3:00 PM at the Treatment Plant

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

COMMISSIONERS EXCUSED: Fillion

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

Chairman Howe welcomed everyone to the August 4, 2022 Saratoga County Sewer Commission meeting.

PLEDGE OF ALLEGIANCE: Led by Commissioner Butler

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: Chairman Howe welcomed County Administrator, Steve Bulger and thanked him for joining us. He said he would also like to thank whoever has been working on the Jim Bold garden as he noticed today when he pulled in how nice it was. Commissioner Hotaling agreed and said he noticed as well. Chairman Howe said the flowers are all in bloom, looking nice and Jim would be so happy to see that. Again he thanked the staff who has been working on that.

Chairman Howe asked Chief Operator, Gene Hutchings for a quick update on the operations side of the plant. Gene said the plant is running well, our numbers are low and we are compliant. He said the supplemental alkalinity chemical is good and they have been managing the PH conversion with treatment of ammonia and they had to get creative to remain in compliance with our SPDES permit. He said the operators are doing a good job and maintenance is making sure the pumps are running and compliant as well. Chairman Howe thanked him and his staff and said he appreciates everyone's efforts.

Chairman Howe asked Maintenance Manager William Bills for a quick update on how things were running in the field. Bill said things are going well and we are close to wrapping up some projects. He said there were a couple of issues with Riverside but that project is almost complete. He added the Town of Ballston is developing sewer around the lake and has been working on easements. Chairman Howe said thank you and he appreciates everyone's efforts. Commissioner Doyle added that with the consistently elevated temperatures it is hard to keep elevated and it sounds like everyone is doing a good job. Commissioner Hotaling agreed.

Chairman Howe asked for a motion to approve the July 7th minutes.

APPROVAL OF MINUTES of July 7, 2022. *Commissioner Lansing made a motion to approve the minutes of July 7, 2022. Commissioner Doyle seconded the motion. No discussion. The minutes of July 7, 2022 were approved: 6 Ayes, 1 Abstain, 1 Absent, 0 Nays.*

HVAC, Roof Replacement Design – Executive Director Rourke reported we received final documents a week ago along with a final cost estimate as well. The total cost estimate to do the remaining HVAC work came in at \$1.8M. He said we have just over \$2M budgeted for this work, so we will review the final plans, make any revisions and then go out to bid in the next month or so.

Interceptor Relining Phase VIIB – Executive Director Rourke reported we received final 100% plans this week and are going to look them over one last time and hopefully be out to bid in the next couple of weeks. He added he has been working with Fiscal Advisors, our financial consultant for funding and our Bond Anticipation Note (BAN) is anticipated to be closed the end of September, so we will have funds in the bank to pay for that project once we award those bids when they come in.

Commissioner Doyle inquired about the interest rate. Executive Director Rourke said that's a good question. For this project and the Ammonia project we are borrowing a total of \$24M. The expected interest payment for next year for just the BAN is approximately \$767,000.00. He said he doesn't have an interest rate but he will inquire about that. Chairman Howe thanked Commissioner Doyle and then asked when ground breaking is anticipated on the interceptor. Executive Director Rourke said if we can be out to bid in the next couple of weeks, it will probably be a longer bid, 45 – 60 days depending on the project and winter, but that is okay for this type of work as winter is typically easier for restoration. It will be a long project, at least 18 months to complete the remaining 14 miles of interceptor relining.

Riverside (Stillwater) I&I Reduction – Executive Director Rourke reported this project is approximately 95% complete and should be 100% complete by next week. He said that was a heavy I&I section of our system from the 1950's, all clay tile pipes, so that was a good project to get done to stop I&I problems and get more life out of that pipe and manholes.

Saratoga Springs Pump Station and F.M Evaluation and Design – Executive Director Rourke reported we had a meeting a few weeks ago, the engineer is working on adding some work at our request into the plans and the 100% plans are expected in the next month or so with the hope of having the project out to bid by the end of the year. Commissioner Hotaling inquired how much redundancy do we have with the scope of work or how much can be added to it. Executive Director Rourke said mechanical redundancy and in terms of capacity and what can be added to the station, those pumps can handle upwards of 11 MGD. Our average flow is approximately 3-4 MGD, it does peak in a rainstorm up to 9 MGD but there is plenty of capacity with our average flow at that station. Commissioner Hotaling said thank you.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke said the review of this is going to go to the top of the pile now that we're really getting close to the ammonia project and the contractor will be hitting the ground running. We will get comments back on the design drawings and get a new revised budget estimate. Our estimate was approximately \$9M over a year ago, so we will get a new estimate to understand how we are going to fund the project, whether it is with another bond, or if we can fund it in cash, or if we will phase it out. He said we will see how it comes in after we get comments back from the engineer.

CMMS & Asset Management Implementation – Executive Director Rourke said he promised the Commission a viewing of the asset management program. A lot of work was put into this software program and the cost is \$40,000.00 a year. Executive Director Rourke said it is definitely a hefty expense but Maintenance Manager, Andrew Marsden put in a lot of time and what we will see today is mainly the work order platform side. Executive Director Rourke added that eventually it will evolve into KPI's (Key Performance Indicators) and asset management driven capital project planning as well, but that is going to take

a more time. He then turned it over to Assistant Maintenance Manager Marsden to give a brief overview of the platform and work order side of the program. Executive Director Rourke said we are just beginning to gather data and eventually once we have a year or two under our belts, this will all be able to trend over time to better understand where our time and money is being spent. For instance, how many hours were spent at a particular pump station, how many pumps are replaced annually, where we have to plan capital projects and have better predictive preventative maintenance.

Executive Director Rourke said NYSDEC is beginning to put asset management programs into permits where you have to submit your asset management program. A lot of people do it by paper right now, it is not required for our permit yet but New York City requires it. He said NYSDEC is currently doing a massive pilot program now with 25 municipalities and plants throughout the state to continue moving that program forward with a set of guidelines. Executive Director Rourke said he thinks we are ahead of the curve in this and it is going to be a really good investment of money and time for sure. He said he thinks we are going to have to do it anyway eventually and he would rather be ahead of the curve rather than be told to do something in a way we might not want to do it. Chairman Howe said there will be big dividends in the future for sure. Chairman Howe asked if there were any questions.

Commissioner Butler mentioned the price of \$40,000.00 per year and asked how long that is for. Executive Director Rourke said we had a three (3) year agreement for \$40,000.00/year, we are in our second year and after next year it is negotiable. Commissioner Bisnett asked if that included software upgrades. Executive Director Rourke said it includes all software upgrades and maintenance as well. The Commission thanked Assistant Maintenance Manager Marsden for his presentation and said great work.

Technical Determination of Local Limits/Inhibition Testing – Executive Director Rourke gave a status update. He said this month we are starting to perform jar testing to better define nitrification inhibition of current Global Foundries (GF) discharges as well as trying to be proactive and anticipate, based on flow numbers, a dilution ratio of 8.2's discharge and anticipating that it will similar to 8.1's. He said we don't know that for sure yet as this is an assumption. It will likely take 45-60 days to complete this effort. Part of this is understanding not only the nitrification inhibition, but also including a ratio of GF effluent that is equivalent to the additional loadings from the 8.2 facility to begin understanding the potential impacts even before we get the final information from GF on what their expected discharge is going to be.

Building 2 Roof Replacement – Executive Director Rourke reported this project is approximately 80% complete. We ran into a small issue with needing to modify roof drains that were not included in the cost. Executive Director Rourke said he doesn't have all the details on that yet but there will be some extra costs associated with that and he will work with the change order committee once he receives the final details.

2022 CAPITAL PROJECTS

Biosolids Handling Facility – Executive Director Rourke reported we are still working through technical meetings on equipment. We are also going to take a day trip to New Jersey with the engineer, himself, Gene, possibly Bill and Andrew and take a look at the thin film dryer at MUA as technology that we might utilize here. He said they will talk to the operations and boots on the ground to try to understand if they like it, if they don't like it and get some more information. That's usually some of the best ways to understand what potential problems are going to be is with someone who has been operating one for twenty years. A date is not set for this trip yet but he is thinking it will be sometime at the end of August.

Ammonia related WWTP Upgrades – Executive Director Rourke reminded we awarded these projects last month and are currently working through getting bonds, insurance and contracts executed. With the contractors

as stated the Bond Anticipation Note (BAN) funds for this project are expected to be available to us by the end of September.

Aeration Tank Improvements – Executive Director Rourke reported we are still working through final design of the structural improvements and dewatering system that we are looking to install. The engineer was out here for a site visit to see what is going to make the most sense and we are currently awaiting plans and specs on that.

D&R P.S. Upgrade – Executive Director Rourke reported design is approximately 90% complete. There will be one more meeting to go over final minor details to hash out and that project should be ready to go to bid relatively soon.

Capacity Evaluation – Executive Director Rourke reported all required information was shared with engineer to catch them up to speed with everything that has been going on with the ammonia side and the inhibition side. With the CHIPS Act passing, we are working on what funding opportunities are available. We need to figure out the technical side and how 8.2 is going to affect us first before we can move ahead, and we are currently working on that with the engineer.

Contract 22 – Executive Director Rourke reported this work is approximately 50% complete. He said this was an emergency repair contract to slip line a short gravity pipe located by Petco in Halfmoon, a section that had a couple of holes in the pipe that needed to be repaired.

MISCELLANEOUS

ARPA Funding Request – Executive Director Rourke said this item is related to a meeting he had with County leadership a week ago regarding the ammonia project and also the Town of Moreau connection that was talked about previously. There is \$4M in American Rescue Plan Act (ARPA) funding still available in the county budget that they want to transfer to our budget to assist paying for our ammonia project. Executive Director Rourke said this year the county got \$22M Corona Virus funding after the pandemic and that was really good news. He said also discussed in that meeting was the town of Moreau connection which everyone supports, so in order to move that project forward we are going to end up taking a portion of those funds over for that line extension. He said he does not have all the details, but that will get this project moving along. Executive Director Rourke said all in all, \$4M dollars is coming to us from those funds that is going to help pay for a portion of the ammonia project and he asked for a motion to request those funds to be transferred into the Sewer District budget so he can start the pre-resolution paperwork and move this forward. Chairman Howe entertained a motion.

Commissioner Hotaling made a motion to forward a recommendation to the Board of Supervisors to authorize a transfer of \$4,000,000.00 of ARPA funds from the county budget to the Sewer District budget to fund a portion of the Ammonia Removal Project. Commissioner Bisnett seconded the motion. Discussion involved the Commissions support of the town of Moreau's project as an entirety and their appreciation for the support of the County Administrator, Steve Bulger. County Administrator Bulger said he sees what we are sending up and the size of this project is huge. Now that we know 8.2 is coming, the county leadership, BOS Chairman Kusnierz and others said let's get these guys some money. It is set aside in their budget as designated for sewer infrastructure at large which is one of the acceptable uses of ARPA money, which is important. There were very specific uses and that was one of them. County Administrator Bulger said the decision was they want to support what the sewer district is doing and support 8.2 overall, so it is better that the money goes to the sewer district. Chairman Howe thanked County Administrator Bulger and said he appreciates their partnership. The Commission agreed and thanked him as well. Motion passed: 8 Ayes, 0 Absent, 0 Nays.

2023 Scale of Charges – Executive Director Rourke said this is a reminder that we moved this process up by one month so the board has time to act. We used to have this meeting at the County in November but moved it up to October last year, which means next month will be the action for the Scale of Charges. Executive Director Rourke added he was going to do things a little different this year and share some information pre-meeting via email and answer any questions before hand. He said initially we are looking in the \$5-\$8 dollar range for a potential rate increase. The reason for the cap at \$8 is because we passed a project resolution stating that the ammonia project would not increase. Again he just wanted to remind the Commission that everything has been moved up a month compared to previous years so that the Board has time to review and kick it back to us if they do not agree with what this Commission sets as a rate.

Commissioner Hotaling asked if the \$5-\$8 was within the 2% cap. Executive Director Rourke said yes, that is correct, we do not usually effect the 2% cap. The rate increase is a user rate increase and not a tax rate increase because it doesn't affect everybody.

ATTORNEY REPORT – Attorney Naughton said we had three (3) dedications on the agenda but we are down to two (2) now. He said we are striking the Iron Springs Estates (Rowland Street) dedication as there was a minor detail where documents were to be signed but that individual was out of town and not capable of executing the documents. Therefore, we are going to push it to next month's meeting. Chairman Howe asked if the other two (2) dedications were in order and Attorney Naughton said yes they are.

DEDICATIONS

Synergy Phase I – Town of Clifton Park – Synergy Park, LLC requested dedication of the sanitary sewer infrastructure servicing Synergy Phase I in the Town of Clifton Park. *A motion to accept Resolution 7-2022 dedication of Synergy Phase I was made by Commissioner Keegan and seconded by Commissioner Bisnett. No discussion. Resolution 7-2022 accepting dedication of Synergy Phase I consisting of (4) manholes and approximately 2,300 ft. of 2" HDPE low pressure force main in the Town of Clifton Park passed: 7 Ayes, 1 Absent, 0 Nays.*

Synergy Phase 2 – Town of Clifton Park – Synergy Park, LLC requested dedication of the sanitary sewer infrastructure servicing Synergy Phase II in the Town of Clifton Park. *A motion to accept Resolution 8-2022 dedication of Synergy Phase II was made by Commissioner Keegan and seconded by Commissioner Doyle. Discussion involved a conditional dedication as the original Letter of Credit had an incorrect expiration date of 8/4/2022. The dedicator was able to provide a new LOC with the correct expiration date of 8/4/2023 but we only have an electronic copy. Resolution 8-2022 accepting dedication of Synergy Phase II consisting of (4) manholes and approximately 1,900 ft. of 2" HDPE low pressure force main in the Town of Clifton Park conditioned upon receipt of an original Letter of Credit (LOC) from Adirondack Trust Company passed: 6 Ayes, 1 Abstain, 1 Absent, 0 Nays.*

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

**Next meeting September 8, 2022
3:00 P.M. at the Treatment Plant**