

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF DECEMBER 8, 2022 3:00 PM at the Treatment Plant

COMMISSIONERS PRESENT: 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; Nathan Morris, Assistant Chief Operator; William Bills, Maintenance Manager; Andrew Marsden, Assistant Maintenance Manager; Michael Naughton, Assistant County Attorney

Executive Director Rourke welcomed everyone. He said he sent an email to the Commission regarding the Chairmanship of this Commission as well as Vice-Chairmanship. To get started, the first action today, if the Commission so chooses, would be to nominate a Chairman and Vice-Chairman. He said he would like to put that to the floor if anyone would like to do that now. Commissioner Bisnett said it sounds like a plan. Commissioner Doyle said it needs to be done and he thinks we can do it. Executive Director asked if anyone wanted to make a motion for someone to be Chairman. Commissioner Butler said he would like to nominate Frank Bisnett as Chairman. Executive Director asked for a motion.

Commissioner Butler made a motion to nominate Frank Bisnett as Chairman of the Saratoga County Sewer Commission. Commissioner Doyle seconded the motion. No discussion. Motion passed: 6 Ayes, 1 Absent, 0 Nays.

Executive Director Rourke added that at last month's meeting a motion was made for Commissioner Hotaling to sit a Vice-Chairman for 30 days to get business done. He said he would like to entertain a motion to vote a Vice-Chair as well.

Commissioner Doyle made a motion to nominate Paul Hotaling as Vice-Chairman of the Saratoga County Sewer Commission. Commissioner Butler seconded the motion. No discussion. Motion passed: Motion passed: 6 Ayes, 1 Absent, 0 Nays.

Chairman Bisnett welcomed everyone to the December 8, 2022 Saratoga County Sewer Commission meeting. To start he said he thinks we should do something for Wayne Howe to thank him for his ten years on this Commission and whatever Executive Director thought would be appropriate to thank him for his service. Executive Director Rourke said something similar to what we did for George Cannon. Chairman Bisnett said Wayne put a lot of time in here and we should let him know we were sad to see him go and appreciate all he gave to this Commission over the years. Executive Director Rourke and the Commissioners all agreed.

Chairman Bisnett called the meeting to order.

PLEDGE OF ALLEGIANCE: Led by Commissioner Butler

PUBLIC COMMENT: None

CHAIRMAN’S COMMENTS: Chairman Bisnett asked for a motion to approve the November 3rd minutes.

APPROVAL OF MINUTES of November 3, 2022. *Commissioner Doyle made a motion to approve the minutes of November 3, 2022. Commissioner Hotaling seconded the motion. No discussion. The minutes of November 3, 2022 were approved: 5 Ayes, 1 Abstain, 1 Absent, 0 Nays.*

2020 CAPITAL PROJECTS

HVAC, Roof Replacement Design – Executive Director Rourke gave a status update and said we received the final set of drawings and realized that the engineer didn’t break out the different contracts to follow Wicks Law. We sent them back and the engineer is working on splitting the contracts up into different primes to follow the law. If a contract is anticipated to be over \$500,000.00, you have to break out the different prime contracts, so we sent that back to the engineer and they are working on that and we should see those revised plans shortly and hopefully go out to bid this month with a bid opening in January. Vice Chairman Hotaling inquired if there was any extra cost associated with Wicks Law. Executive Director Rourke said he not that he was aware of and the engineer said they would take care of it. Executive Director Rourke added what he has learned a couple of times is if you’re an engineer in New York State, you should understand Wick’s Law but he will be sure to put it in the Request for Proposals (RFP’s) from now on so everyone is on the same page. Vice-Chairman Hotaling said thank you.

Interceptor Relining Phase VIIB – Executive Director Rourke reported we received the executed contract back. All bonds and insurances are in order and we are working with the engineer and contractor to set up a pre-construction meeting very soon in the next couple of weeks. Their schedule within their bid had a start date of January in the City of Saratoga Springs. Insituform, the contractor is looking to move quickly and we are hoping to get that pre-construction meeting on the schedule as soon as possible.

Saratoga Springs Pump Station and F.M Evaluation and Design – Executive Director Rourke informed this project is currently out to bid and scheduled to open January 19, 2023. A revised cost estimate has this project with a pretty heavy contingency at \$2.8M and we have cash allocated for this project in our budget, it is not a bonded project. He added, even at that \$2.8M we should be able to handle the project cost.

Executive Director Rourke asked if there were any questions before moving on to the 2021 Capital Projects. There were none.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke reported these finalized plans and cost estimate are scheduled to be delivered to us December 16, 2022. At that point we will review the cost estimate to see how we want to handle paying for this project. The last cost estimate was approximately \$9M and the expectation is that this cost estimate is going to be higher. Once we understand how we are going to fund the project, whether with budgeted allotments or with a bond, we will proceed accordingly.

Technical Determination of Local Limits/Inhibition Testing – We have a meeting next Tuesday, December 13, 2022 to go over some of the denitrification/inhibition questions that are still out there. We have submitted our final comment responses to the EPA regarding the local limits side of this contract as well. We are also still working with Global Foundries (GF) to understand their end of the inhibition chemicals that they are discharging to us and awaiting some final information to understand what plans they are going to implement

to see what can be affected in 8.1 as well as the future 8.2 plant and help take some of the burden off of us here at SCSD #1.

2022 CAPITAL PROJECTS

Biosolids Handling Facility – Executive Director Rourke said a lot of the team went to Lebanon, PA this week to look at a facility that has the dryer we would like to specify around, it's a Komline Sanderson Dryer. He said they looked at some other portions of that plant as well. Executive Director Rourke said he did not partake in that trip but he heard it went well. He said if there are any questions, please feel free to ask the team how it went. He said from everything he understood it was well worth the time and 5-hour drive. He said there was a lot of information garnered from that trip that is going to help us in our design. He added it was a very well-run facility that had knowledgeable folks that provided the tour, so all in all it was well worth the effort.

Commissioner Butler asked the age of the facility and if it was state of the art. Chief Operator Hutchings said the process side was about 8 years old, everything was state of the art. Commissioner Butler asked if there were any drawbacks with installation. Chief Operator Hutchings said the only drawback with installation to the dryer was an improvement that all Komline Sanderson Dryers should have now, that their dryer did not have initially, was duct work and pressure relief, but now every dryer from the manufacturer has that. Executive Director Rourke added some information he garnered from a phone call, not the trip, is that the dryer we are looking at will have that and the manufacturer responded well and timely and was nice to hear on the operating side.

Chairman Bisnett inquired if there were a lot of different types of dryers out there today or if this was standard. Executive Director Rourke said there a fair amount with different types of technologies, for example an indirect dryer, paddle dryers and belt dryers. He said we have gone through a pretty lengthy evaluation over 4 to 5 months on different technologies, O&M costs, capital costs as well as multiple field trips looking at dryers to understand what is going to work best for us. This was the 3rd trip the team has taken looking at operations, flexibility, robust, and increased volume. Chairman Bisnett inquired with everything looking to go green in the world today, how do these various dryers impact the environment and with the cost to operate, if that was feasible to consider or are we going more for functionality. Executive Director Rourke said the environmental aspect was absolutely part of the conversation, reality is if it's not operational then it doesn't matter. He said the green part of that project is going to be the anerobic digester where we are reducing our sludge solids by 40 to 60% by letting it heat and cook as well as creating methane that we are then going to be able to use for renewable natural gas. Vice-Chairman Hotaling asked if these dryers were manufactured in this state or within a couple states. Executive Director Rourke said he believes everything is manufactured in New Jersey, so it is state side. Vice-Chairman Hotaling said better to have on the local side as there is a better chance of getting them here rather than dealing with lead times on shipping overseas. Executive Director Rourke said agreed.

Ammonia related WWTP Upgrades – Executive Director Rourke said no real work has been completed yet. There is a Notice to Proceed (NTP) with this project and we are just awaiting what the next steps are going to be when the contractor wants to break ground. There are talks of some preliminary work to begin soon but nothing has happened or moved yet.

Aeration Tank Improvements – We just received the structural upgrade and tank dewatering plans yesterday. We will begin our internal review and determine our best action moving forward, whether we bid that our or include it in an existing contract and if we are okay with all of the plans that the engineer came up with before dewatering this site to dewater those tanks, but we will continue moving down that road.

D&R P.S. Upgrade – Plans have been sent to DEC for Review and we are hoping to go to bid asap with that plan set. All of our comments and our review is complete. Once we get weigh in from the state, that should be on the street soon.

Capacity Evaluation – Executive Director Rourke reported we had a meeting with the engineer to talk about a pilot option. With all the questions that have arisen over the last 2-3 years regarding Global Foundries (GF) inhibition, increased ammonia load, efficiencies, chemical additions and all the things we have been trying to solve over time. We came up with the idea to look at an ongoing pilot to mimic what we do full scale here but on a smaller scale and the engineer is working on scoping that project out under their existing contract and working with equipment manufacturers as well as some other folks to come up with a couple of different options to see if a pilot is even feasible and if it would give us enough information and what the cost and timing would entail.

523 South Main Roof Projects – We have another roof we are working on over there that we had went out to bid for which was the asphalt shingle roof for building #2. That bid was opened and the low bidder was S&L Roofing and Sheetmetal at \$69,900.00. There were 3 bids that ranged from 69,900.00 to \$87,700.00. Executive Director Rourke said this is an action today and he was looking for a motion to award to the low bidder S&L Roofing and Sheetmetal.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize an agreement with S&L Roofing and Sheetmetal for the demolition and replacement of the roof on Building 2 at Saratoga County Sewer District No. 1's Maintenance Facility located at 523 South Main Street, Halfmoon New York, at a cost not to exceed \$69,900.00. Commissioner Keegan seconded the motion. No discussion. Motion passed: 6 Ayes, 1 Absent, 0 Nays.

523 South Main Abatement – This work is out to bid with a bid opening date of January 10, 2023.

MISCELLANEOUS

Lab Analysis Contract w/Adirondack - Executive Director Rourke said this a motion to enter into an agreement with Adirondack environmental Services, Inc. It is a housekeeping item that we do every year. We are going to keep the same contract amount of \$70,000.00 as we did last year which should cover us. The contract term will be from January 1, 2023 to December 31, 2023 for SPDES compliance testing, sludge testing as well as ancillary testing, we do to understand the process better, our upgrades better and what GF is bringing to us. Executive Director Rourke asked for a motion to enter into an agreement with Adirondack Environmental Services, Inc.

Commissioner Doyle 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, 2023 to December 31, 2023, at a cost not to exceed \$70,000.00. Commissioner Lansing seconded the motion. No discussion. Motion passed: 6 Ayes, 1 Absent, 0 Nays.

General Control Contract Amendment – Executive Director said this a motion to amend an existing annual minor contract with General Control Systems, Inc., for our SCADA integration system and repairs at the WWTP. He said we have aging Programmable Logic Controllers (PLC's) as well as increased rates from the vendor that has led us to exceed that \$15,000.00 amount this year., so we are looking for a not to exceed amount of \$25,000.00 that should carry us to the end of 2022. Executive Director Rourke asked for a motion

to amend that minor contract to a major contract as it needs to get to the Board of Supervisors (BOS) for approval.

Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to authorize an amendment to the agreement with General Control Systems, Inc. of Albany, New York for professional services, equipment and hardware to repair and update Saratoga County Sewer District No. 1's instrumentation systems, including its SCADA system, and ancillary equipment, throughout the Sewer District's Wastewater Treatment Plant and collection system, for the term January 1, 2022 through December 31, 2022, at a total cost not to exceed \$25,000.00. Commissioner Hotaling seconded the motion. No discussion. Motion passed: 6 Ayes, 1 Absent, 0 Nays.

Belt Press Control Panel Replacement - Executive Director Rourke reported this contract is fully executed and we are reaching out to the vendor to schedule a kick off meeting to go over what our expectations are. This project was to replace panels at our sludge belt filter presses which are a very important part of the process to remove solids from the train. He said our panels are in really rough shape due a hydrogen sulfide environment, so that project should be kicking off soon. Total cost is \$174,000.00.

FOG Abatement Program – Executive Director Rourke said the FOG program is fats, oils and grease. He has a motion to adopt here but said it can really be up to the Commission. He gave a little bit of history and said FOG is one of the main issues we have in the collection system. It causes backups in our pipes and causes us to perform a large amount of maintenance with cleaning wet wells, removing blockages and cleaning pipes in our collection system. He said attached to the agenda packet is our FOG control program. What the program says is moralizes is things that we have already been doing. We instituted a permit program to apply for grease trap permits which Assistant Maintenance Manager, Andrew Marsden is in charge of reviewing and looking at grease trap sizing and pump out schedules. On the backside it is enforcement for a facility or restaurant to adhere to the program guidelines and it solidifies what we are already doing and also puts it on paper so people can look at it and comment on it. It is also mentioned in our Sewer Use Ordinance (SUO) already as something we can leverage as an enforcement action and as a policy and procedure in our local law. He added this is a living document that can change, but he said he would leave it up to the Commission if they want to act on it today and adopt or if they want to wait until January and he left it open for discussion.

Chairman Bisnett said it sounds like a good idea to him and it puts it on record and will be expected to be adhered to. Executive Director Rourke said he apologized for not giving the Commission time to review it but he wanted to at least get it on the agenda for discussion. Commissioner Doyle said he is totally in favor with it. Executive Director Rourke added that the thought processes around grease traps have shifted in the last 10-15 years and sewer districts in general are caring more about it and we are trying to move in the right direction. Chairman Bisnett said if we do an adoption on this, do we then notify all of our users that this is in effect and taking place so that it is on record and if they don't adhere to the policy there will be recourse. Commissioner Doyle said he thinks it is a good idea personally, to put out a memo stating we are concerned and it is a problem.

Executive Director Rourke said yes, it goes to the broader question of public outreach and education. We don't have social media accounts or a great way to reach in mass to the approximate 2,000 restaurants in Saratoga County but he said he is all for it and thinks it's the right move but the mechanics of it, he is not sure how to implement yet. Commissioner Butler asked if he was going to leave it up to the municipalities building inspectors to enforce this., because he said they have been working with Andrew and Bill in Mechanicville on a few restaurants to get them up to date. He said their building inspector has been doing some observations on some of the restaurants. Executive Director Rourke said the more collaboration we can get with building departments, the better it is because building inspectors have more authority to have restaurants follow code, especially for existing restaurants. He added that new restaurants we can take care of, but existing restaurants the only leverage of enforcement we have is to have them show that they are pumping the grease traps out or

we can take a sample of the discharge to see if it is greater than our local limits for grease in our SUO, so the idea would be to work in tandem and think about the best way to disseminate this information whether we adopt it to day or at a later date.

Commissioner Doyle made a motion to adopt the FOG program (Fats, Oils & Grease) for Saratoga County Sewer District #1. Commissioner Keegan seconded the motion. Discussion involved possible yearly inspections, working with the Department of Health (DOH) as well as working hand in hand with our County Health Department on sanitary inspections. Motion passed: 6 Ayes, 1 Absent, 0 Nays.

Town of Moreau Sewer Connection – Executive Director Rourke said this didn't make the agenda but he wanted to give the Commission an update. He said he had a meeting with the engineer yesterday, December 7, 2022. We reviewed the plans and gave comments to implement into those plans and the goal is to be out to bid for that project very shortly with an opening in January. He said just a reminder, that was the ARPA funding that was shared from the County to the Sewer District, \$4M to assist in getting that project done. The estimate still in the \$2M to \$2.2M dollar range so we will still have a balance to spend on other projects as well from that funding.

2023 Meeting Date Discussion – Executive Director Rourke said there was a draft meeting date schedule in the agenda packet. We decided to keep it the same day but move it to the last Thursday of every month. He added we will forgo an early meeting in January and our first meeting will be late January for the February Law and Finance meeting. He said if everyone is okay with these dates, we will send out a final meeting schedule to the Commission.

Commissioner Hotaling wanted to mention to anyone traveling that the Town of Halfmoon was putting up a new water line and Hannah Road, Lower New Town Road and part of Button Road there will be directional drilling over the next month and said there will be congestion through those areas so use alternative routes if possible. Executive Director Rourke said thank you.

Executive Director Rourke informed the Commission that the Sewer District annual holiday party is on December 23, 2022 and all Commissioners are welcome to attend.

Commissioner Keegan said since the Biden administration declared an end to the Covid pandemic, he asked if we were still testing wastewater. Executive Director Rourke said it's funny you say that as NYS is now covering all those costs and have been for a while now. He said we are still sampling for it and we do give reports on it and he is more than willing to share those with the Commission. He said DOH says the information is helpful so we are still providing information to them.

ATTORNEY REPORT – Attorney Naughton said no report and no dedications.

DEDICATIONS – None

Executive Director Rourke thanked everyone. A motion to adjourn the meeting was made by Commissioner Butler and seconded by Commissioner Keegan. The motion passed unanimously.

**Next meeting January 26, 2023
3:00 P.M. at the Treatment Plant**