

APPROVED MINUTES

SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF October 26th, 2023 3:00 PM at the SCSD # 1

COMMISSIONERS PRESENT: Chairman Bisnett, Butler, Doyle, Fillion, Hotaling, Keegan, Lansing, Smassanow, Scirocco

COMMISSIONERS EXCUSED: None

ALSO PRESENT: Dan Rourke P.E., Executive Director; William Bills, Maintenance Manager, Andrew Marsden, Assistant Maintenance Manager; Gene Hutchings Jr., Chief Operator; Michelle Granger, County Attorney; Andrew Proler, County Assistant Attorney

Chairman Bisnett welcomed everyone to the October 26th, 2023 Saratoga County Sewer Commission meeting.

Chairman Bisnett called the meeting to order.

PUBLIC COMMENT: None

CHAIRMAN'S COMMENTS: None

Chairman Bisnett asked for a motion to approve the September 28th, 2023 minutes.

APPROVAL OF MINUTES of September 28th, 2023. *Commissioner Butler made a motion to approve the minutes of September 28th, 2023. Commissioner Doyle seconded the motion. No discussion. The minutes of September 28th, 2023 were approved: 7 Ayes, 2 Abstain, 0 Absent, 0 Nays.*

2020 CAPITAL PROJECTS

HVAC Upgrade at WWTP – Executive Director Rourke gave a status update. He stated there was a meeting and the manufacturing representative was here and stated that the units are now set for delivery sometime between March and July of 2024. The representative stated that in regard to the size of the units that 35-40 weeks is a common time frame for delivery. Executive Director Rourke stated that we just wanted to make sure everyone on same page including electrician so that they are aware of the delays. Everyone is understanding and there is some minor ductwork and balancing work and some controlled work that will happen between now and then. But the main project probably will not happen until the middle of next year.

Interceptor Relining Phase VIIB – Executive Director Rourke gave a status update. He stated that Phase 2 is currently installing the bypass system through the City of Mechanicville, which seems to be going relatively well. We did receive an agreement from the railroad that is them allowing us to have our already exiting 48” pipe as well as install a new manhole. It is similar to an easement, so the chairman has the authority to sign that agreement without any further action. It does state that we will reimburse them for any flagging fees and this expense was known and included in the project cost so expending those funds has already been approved

to the commission and the board of supervisors. This is just the formalized agreement to do the work. No action in my opinion is needed on that. The bypass should be completed at the end of this month and begin ziplining beginning of November and hopefully be done by second week of November all the way through the city.

(Discussion - Eric Smassanow asking if pipe now from Coons Crossing to plant now. Executive Director Rourke response was no once this section is complete we will be from Coon Crossing all way to where the new DOT intersection is between 4 and 32 and 146, there is a manhole close to railroad and then will still have to do from there to the plant.

Saratoga Springs Pump Station and F.M Evaluation and Design – Executive Director Rourke gave a status update. There was a meeting today on this and on schedule for the 1st pump to be completed and installed on November 6th. I believe all slated to be installed and completed by end of the year and also is scheduled to get a new roof next month as well.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke gave a status update. The general contractor is continuing working on submittals and the electrical contractor has started some demos of some existing MCC's in the plants. Project continues to move forward.

2022 CAPITAL PROJECTS

Biosolids Handling Facility – Executive Director Rourke gave a status update. He stated this is progressing well. He stated we are still on track for 60% design plans to be done by early 2024.

Ammonia related WWTP Upgrades – Executive Director Rourke gave a status update. He stated the project is moving along pretty well and the new aeration tanks are 80% complete. Most demo has happened in the north aeration tanks as well. Chem building foundation is in and the chem floor steel is in and backfilled and the masons will be on site putting some block up. There has been day to day issues but nothing to concerning. The wrong block color was ordered but it will be ok and one tank was to big so the steel may need to be slightly modified. Commissioner Hotaling asked if chem building is heated, Director Rourke responded Yes)

Aeration Tank Improvements – Executive Director Rourke gave a status update. Waiting on engineer to give final approval then we can get it to the contractor to generate the change order so we can see how much repair work for tanks 5, 6, and 8 is going to cost.

D&R P.S. Upgrade – Executive Director Rourke gave a status update and said work has paused on this we are waiting delivery of pump and control panels, and did not want to get into too much winter work in such a small location in 2024 due to weather, so most of this work will be completed after weather breaks in 2024. This is ok pump station is operation.

Capacity Evaluation – Executive Director Rourke gave a status update. We are awaiting final specs on pilot system. One aspect of the evaluation is a pilot system that has to do with Global Foundaries Effluent and to trying to determine how comfortable we are with our existing plant and new plant to be able to treat that. It also has to do with the capacity of the collection system. We have a meeting next Wednesday to continue

discussions on that. It has moved forward. We relayed overlay mapping from NYS for that project and we have shared our mission information with the engineers so they can get some flow data for that project

2023 CAPITAL PROJECTS

Moreau Forcemain Extension – Executive Director Rourke gave a status update. He said the project is going pretty well and 80% of pipe installed with our work for Contract 1. There have been some questions that arose and there could be some minor change orders. No costs yet but will be nothing more than the 10% but when I know the cost I will share with the commission via email, what the costs are and what they are for.

Ace Pump Station Upgrade – Executive Director Rourke gave a status update. This is gaining momentum also which is great. They are performing utility markings this week and will begin excavation for the new wet well that should be on site November 17th.

Building 5 Roof Replacement -Motion to Award – Per Executive Director Rourke Building 5 is our old maintenance building on site here which the roof is in rough shape and definitely needs to be replaced. We received 5 bids ranging from \$ 304,811.00 to \$ 860,000.00 which was an outlier. We have funds in the budget that was to coat the sludge tank, which we are holding off on currently due to seeing how the biosolids project progresses and then see what the plan is in regard to which tank (s) to be used. We had \$ 300,000.00 budgeted to do the sludge tank coating this year but we are going to hold off so we are going to use those funds to get this much needed roof repair.

(Discussion -Commissioner Smassanow asked what type roof? It is flat. It is Tremco product, built up multi-layered. Chairman Bisnett asked who the contractor for motion to award was. Executive Director Rourke stated Midstate Technologies is contractor. They did our roof over here and did good job.)

MOTION TO AWARD. *Commissioner Doyle made a motion to award Building 5 Roof Replacement of October 26th, 2023. Commissioner Smassanow seconded the motion. Motion to Award 9 Ayes, 0 Abstain, 0 Absent, 0 Nays.*

Executive session; Chairman Bisnett makes a motion to go in to executive session for the proposed acquisition, lease, sale of preal property or the proposed acquisition of securities, or the sale or exchange od such securities held by a public body, but only when publicity would substantially affect the value thereof; seconded Commissioner Lansing.

Out Executive session; Commissioner Doyle; seconded all ayes.

No action taken in Executive Session.

MISCELLANEOUS

Heritage Springs Valuation –

Motion to give Dan authority to negotiate with Heritage Springs Sewer Works for the purchase of their sewer property and assets. Commissioner Butler; seconded Commissioner Smassanow. Motion 9 Ayes, 0 Abstain, 0 Absent, 0 Nays.

Lateral Connection Policy- Motion to Adopt – Per Executive Director Rourke there is a copy that Bill has and a map to do with Moreau Forcemain which goes through an agricultural district in the Town of Wilton and Moreau. In order for NYS Ag and Markets to be ok with this they would like to see utility adopt policies that do not allow developments to happen basically because there are now utilities running through the agricultural district. What the policy says is existing homes can connect and farmhouses already there but no new development can connect. They ask that we adopt that policy which we will post on our website. We read through it and do not see anything that will hinder us at all we will just put it as part of our internal procedures.

Motion to Adopt Lateral Connection Policy – *Commissioner Hotaling made a motion to adopt and Commissioner Scirocco seconded the motion. The motion was approved: 9 Ayes, 0 Abstain, 0 Absent, 0 Nays.*

Granting the Executive Director the Authority to Execute Grant Paperwork (Not on agenda): We have a bunch of grants that are coming in WQIP, ESD, WIIA and need signing and signature for disbursements and other paper work. As of right now the person in the county to sign and approve disbursement of grant fund is the chair of board done through a grant portal. Executive Director Rourke had discussions with our a grant person Michelle Richardson as well as with the County Administrator and they thought it best to keep funds rolling to give authority to Executive Director to sign these agreements and disbursements that have to do with the ammonia project so this would be a motion at the commission level then Executive Director Rourke would bring to the Board of Supervisors for that authority to be granted to the him to be able to sign so that it does not have to fall to the chair to execute and approve every time, to allow funds to flow more freely for the projects.

Motion to Approve - *Commissioner Hotaling made a motion to approve; Commissioner Scirocco seconded the motion. The motion was approved: 9 Ayes, 0 Abstain, 0 Absents, 0 Nays.*

ATTORNEY REPORT – None

DEDICATIONS

Forest Ridge, PDD Phase 3
Forest Ridge Mixed Use

Motion to Accept Forest Ridge, PDD Phase 3 Dedication – *Commissioner Doyle made a motion to accept. Commissioner Hotaling seconded the motion. The motion was approved: 8 Ayes, 1 Abstain, 0 Absent, 0 Nays.*

Motion to Accept Forest Ridge Mixed Use Dedication -- *Commissioner Keegan made a motion to accept. Commissioner Hotaling seconded the motion. The motion was approved: 8 Ayes, 1 Abstain, 0 Absent, 0 Nays.*

Executive Director Rourke thanked everyone. A motion to adjourn the meeting was made and the motion passed unanimously.

**Next meeting November 30th, 2023
3:00 P.M. at the Sewer District # 1 Office**