

**APPROVED MINUTES**

**SARATOGA COUNTY SEWER COMMISSION No. 1**  
**MINUTES OF November 30th, 2023**  
**3:00 PM at the SCSD # 1**

**COMMISSIONERS PRESENT:** Chairman Bisnett, Butler, Doyle, Smassanow, Scirocco

**COMMISSIONERS EXCUSED:** Hotaling, (Keegan?), Lansing, Fillion

**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;

**PUBLIC:**

Chairman Bisnett welcomed everyone to the November 30th, 2023 Saratoga County Sewer Commission meeting.

Chairman Bisnett called the meeting to order. Pledge

**PUBLIC COMMENT:** None

**CHAIRMAN’S COMMENTS:** Chairman Bisnett hope everyone had a nice thanksgiving, and hope everyone has a nice enjoyable Holiday/Christmas season that is coming up. I would like to thank the board and commission members that are here for their efforts and all they do all year long, truly appreciate all you do and give to the community. I also want to thank the staff of the sewer plant, you guys do an amazing job, this place runs makes our job so easy and we do not always say thank you but want you to know we truly appreciate all that you do. Thank you also so you all know Daniel Keegan resigned from the Commission and just said reasons he didn’t have the ability to give it what it needed so he has submitted his resignation. So now we will wait and see what happens if Clifton Park gets ready to put someone else back on.

Chairman Bisnett asked for a motion to approve the October 26th, 2023 minutes.

**APPROVAL OF MINUTES of October 26th, 2023.** *Commissioner Doyle made a motion to approve the minutes of October 26th, 2023. Commissioner Scirocco seconded the motion. No discussion. The minutes of October 26th, 2023 were approved: 5 Ayes, 0 Abstain, 4 Absent, 0 Nays.*

**2020 CAPITAL PROJECTS**

**HVAC Upgrade at WWTP** – Executive Director Rourke gave a status update of project which is still status quo. We are waiting for the HVAC equipment to get here so bulk of that work can happen.

**Interceptor Relining Phase VIIB** – Executive Director Rourke gave a status update. This project is moving along nicely. The lining portion of phase 3 c which is through the main part of the City of Mechanicville is complete. There is obviously still restoration work that needs to happen there. There also is manhole rehabilitation that needs to happen there as well. They are almost done setting up the bypass for phase 3d which gets them from manhole 13 down to the plant here. We ended up extending the scope of work for them we are requesting it and getting pricing which, I will share with the commission once it is finalized. So, basically the design plans had it going to manhole 1, which is in the corner of the facility here. There are two more manholes, about 300-400 foot of pipe and we are already bypassing into the headworks. So, we have a price to do that just to get it done and we will see what that came back as but that should be done within the next couple of weeks. I will send that out as an email, it is less than the 10% but I want to make sure everyone is aware of what those costs are. They needed to order the liner pretty quickly, I think around \$ 160,000.00. That will get them completed through the city down to the plant. Next phase is to move up to to East Line Rd and Goldfoot Rd which is like Shenentaha Park area which is in Town of Malta and Ballston. That work is slated to begin middle of December with final lining/completed sometime in March of next year. Then that is the end of the scope of the project.

( Commissioner Butler wanted to mention that Gannon did a great job coming through the city. None of the businesses were really affected. They gave them their driveways, the pump went well, all stayed in pipes. No one complained other than a question of what the pipe was. They arranged with businesses to run pipe through. Executive Director mentioned he was very happy also. Commissioner Butler said no one complained about noise, and Gannon group did a great job.

( Discussion about Mechanicville sewer and Viall Ave and the conditions and connections. Some talk of future trunklines and connections and capacity.

**Saratoga Springs Pump Station and F.M Evaluation and Design** – Executive Director Rourke gave a status update. The first pump was rebuilt and installed and is running well. The station is currently under bypass so all the flow in the City of Saratoga Springs is running through a bypass pump with a second pump ready to kick on due to high flows and a third redundant pump in case one of those fails. So that is currently under bypass and they are replacing gates and discharge piping at the station while it is under bypass to bring that up to current standards. It has been a while since that has been upgraded.

Pictures of the project were shown with brief descriptions given of each by Executive Director Rourke

( Chariman Bisnett: Third redundant pump, Director Rourke Responded- yes there are three in there.

## **2021 CAPITAL PROJECTS**

**Secondary Clarifier Gate and MCC Replacement** – Executive Director Rourke gave a status update. Manufacturer will be on site next week to take dimensions of clarifiers 1, 2, and 3 to start their submittal process. The lead time of this equipment has doubled we were told 26 weeks now being told 52 weeks until this equipment is in so this is another project that is going to leak out there; unfortunately. There is another proposed change order for this job. We asked for an increase scope to replace 4 gates on our south secondary clarifiers; our return activated sludge (RAS) gates back there just to see what price would come back at. I will share a change order email to the commission. Talking with Gene and Jesse along with Andrew and Bill, those gates fail regularly they're not solid stem they are hollow we can't seal them and with what we are trying to do with this project and in the future with flexibility we want to get them replaced.

## **2022 CAPITAL PROJECTS**

**Biosolids Handling Facility** –Executive Director Rourke gave a status update. Work is continuing. The goal is to have 60% designed plans by end of January now, they originally said end of the year this is leaked about 30 days as well but hopefully by end of January we will have a pretty good idea of where we stand cost estimate wise as well as site layout and equipment. We will review and give them the go ahead and get the 90% design the goal is still to be out to bid sometime next summer for that project.

**Ammonia related WWTP Upgrades** – Executive Director Rourke gave a status update. This continues to move forward pretty smoothly. Pictures of the progress were shown and explained by Executive Director Rourke that included the chem building, new aeration tanks and other aspects of the project.

**Aeration Tank Improvements** – Executive Director Rourke gave a status update. Trying to schedule a meeting with the ammonia engineer and the engineer that did the work on our existing south tank floor that was part of our litigation. To rectify some questions and some issues that seem to have arisen by review of the ammonia upgrade engineer. I don't think anything too serious just want to make sure structurally not affecting the tank with any of the changes that are proposed in both of the upgrades. Hopefully can get that meeting on the books here in the next week or two.

**D&R P.S. Upgrade** – Executive Director Rourke gave a status update. This project is still on hold until spring. It is pump station in Town of Halfmoon due to pump lead time and weather.

**Capacity Evaluation** – Executive Director Rourke gave a status update. This is to be changed to Strategic Infrastructure and Finance Planning due to the wording of the board resolution so I am changing that in the Agenda. This is a motion to approve a contract amendment. We hired in April 2020 an engineer to start a couple of things. One was a pilot that we could run our influent through or Globals influent through to understand how was going to affect our plant. That was one thing and the 2<sup>nd</sup> one at that time was capacity evaluation to understand where we might have pinch points in the collection system. That original contract was a not to exceed \$ 90,000.00 at a max of \$ 10,000.00 per month. We hit about \$ 75,000.00 of that contract. The momentum has really increased with what we are trying to do with that capacity evaluation and the pilot. So, we are starting to top that \$ 10,000.00 a month now and it is starting to not be quite enough not to mention these are based on 2022 rates and now almost 2024. The hourly is definitely more for engineering firms and there a letter in packet from firm. What I would be looking for today is a motion to increase that contract to a not to exceed \$ 90,000.00 to not to exceed \$ 160,000.00 with a maximum a month not to exceed \$ 15,000.00. We are not going to be at \$15,000.00 a month multiple months in a row it is going to ebb and flow with demand of certain things for example this capacity analysis stuff (has taken on a life of its own with DEC) requiring basically that the engineer is doing the plans for new development has to approve capacity from the point of connection to our system in almost every pipe all the way down to the plant. So, if a dentist office going in in Wilton they have to check capacity in including the interceptor all the way down. It is something they never required before but they are leaning really heavily on it. The first phase of this capacity analysis which we have gotten we basically we have to refine a little bit to get the capacity in our interceptor then we can share with that baseline with everyone, so that everyone is on same page. DEC buys in to what our protocol is to come up with available capacity, so that we went pretty heavy on for a couple of months where we went over and have to wait to bill the next month. Anyway this \$160,000.00 should get us to where we are comfortable with the capacity model the pilot is at a minimum bid out and reviewed and we interview some of the people that propose on that pilot system. There are some ancillary projects we are looking at too under this contract. An odor control issue up in Malta they are helping us put a cost to and also the Viall Ave sewer they are starting to look at. We came up with 2 options and they are going to bring both of the options approx. 30% design with a cost estimate to understand how much to fix that issue right there on town line between Stillwater and

Mechanicville. So just looking for a motion to increase that contract amend not to exceed \$ 160,00.00 with \$15,000.00 max per month.

***Motion to Approve** - Commissioner Doyle made a motion to approve the Strategic Infrastructure and Finance Planning Amendment. Commissioner Smassanow seconded the motion. 5 Ayes, 0 Abstain, 4 Absent, 0 Nays.*

## **2023 CAPITAL PROJECTS**

**Moreau Forcemain Extension** – Executive Director Rourke gave a status update. This is moving a little slower than the contractor anticipated. They are hitting a lot of rock more than was anticipated and more than was potentially shown on the plans. There have been a couple of meetings to understand what the new schedule and potential increase cost of that project is going to be. I do not have any finalized numbers for the increase cost but it looks like suppose to be done by September 15<sup>th</sup> and looks like they likely will not be done until March 2024. They had a certain linear foot per week they wanted to get done; something like a 1000- linear feet a week and they are only getting 300-400 linear feet per week done. So once that costs come through this will be another one that I will share with the Commission. This one will likely have to go in front of the Board of Supervisors and would be more than 10% once we see it.

**Ace Pump Station Upgrade** –Executive Director Rourke gave a status update. The wet well has been placed and subsurface work continues. Executive Director Rourke showed and explained pictures of the project progress. That one is moving along pretty good again just waiting on equipment to come in. They are doing some ancillary digging mixing conduits on site. The valve pits and stuff should be put in soon. This has to be this size for the Forcemain Capacity in Wilton.

**Building 5 Roof Replacement** - Per Executive Director Rourke Building 5 is our old maintenance building on site here. Just working on contracts executed for this work everything was approved without any issues at the Board of Supervisors last month.

**Spa Park Station Upgrade and South Broadway Design** – Per Executive Director Rourke he mentioned these are two items we have talked about in the past. We decided to lump them into a single RFP. This went out for proposals and we received 5 proposals back to do this design work. Spa Park is one of our oldest pump stations it has been there since the inception of the sewer district. It is an old dive station we have been trying to get rid of those. Then the South Broadway Design was something we talked about extending sewer down South Broadway and it is about a mile from where we have sewer currently down to Driscoll Road. So we received 5 proposals one of them did not include the work of South Broadway so we did not look at that but the other 4 prices ranged from \$ 184,525.00 to \$ 251,580.00 to do both designs the Spa Park and South Broadway. EDR was the low at \$ 184,525.00 the cost breakdown is also in your packet. We looked at it as a team and determined. We looked at cost, schedule, who is familiar with NYS parks, who is familiar with Saratoga Springs the approach to the project and we found that the low proposed EDR was the best proposal so my recommendation would be to award the design to EDR at the cost to not exceed \$ 184,525.00.

***Motion To Award** -Commissioner Doyle made a motion to award and Commissioner Scirocco seconded the motion. Motion to Award 5 Ayes, 0 Abstain, 4 Absent, 0 Nays.*

**Town of Wilton Forcemain Capacity Upgrade Design** – Executive Director Rourke gave an update that there is currently an RFP out there for this and we have a pre-proposal meeting next week. It has to do with the Town of Wilton and their capacity issues. There are capacity issues there.

The thought here is we will get proposals back to look at the capacity which it is mainly from Northern Pines Rd to Carr Rd then down to Jones Rd. There is a 12 in and an 8 in forcemain and a lot of Wilton pump stations that are on that 8 in forcemain that we want to look at taking them off with a possible 12 in forcemain extension. We will talk about what makes most sense once we get an engineer on board. The thought is if can get done and in somewhat timely fashion we will not have to install an eq tank at ace and that is a little over \$ 300,000.00 savings to not do that. So that savings along with any of the capital funds we take over from Wilton water and sewer; once we take that over will help offset costs of any of the design work and any of the subsequent construction work as well. Just mentioning due to eventually coming for approval to award.

Discussion re: directional deep drilling; and how to operate one line, both lines for best capacity.

### **MISCELLANEOUS**

**Heritage Springs Valuation** – Just an update. An offer was made on 11/22/23 but I have not heard anything back yet.

**Adirondack Environmental (Annual Contract)** - This is an annual contract for our SPDES (State Pollution Discharge Elimination System) testing and we would like to lump in our asbestos and lead pumping as well into this contract. Just a housekeeping contract we need to approve every year to do that work. We are looking to keep it the same and not to exceed \$ 70,000.00 for 2024. I believe this year we have not come close to that. I believe this year we spent maybe about \$ 50,000.00 (per Gene \$ 50,000.00-55,000.00) in lab testing so the \$ 70,000.00 gives us a good enough buffer if we want to do any additional testing which we might want to do with the new plant coming on line. So, to be able to do that work and with rates increasing every year as well the \$ 70,000.0 is a good comfortable number to start with and if we need to amend it in 2024 we can.

*Motion to Approve – Commissioner Doyle made a motion and Commissioner Smassanow seconded the motion. The motion was approved: 5 Ayes, 0 Abstain, 4 Absent, 0 Nays.*

Executive Director Rourke just wanted to add also that the county attorney a while back, Attorney Dorsey did some case law research and basically found that since this is tied to our permit and public health we do not have to go out for a low bid for this service. So that is why we basically renew it and we utilized Adirondack since it is the closest lab and when we want to do any ancillary sampling it is easy to get their techs out here, and it is easy to get bottles and coolers.

### **Mission Communications**

**Motion to Approve Mission Communications** – Executive Director Rourke discussed that Mission Communication is basically our SCADA (Supervisory Control and Data Acquisition) alarm system for our collection system all of our pump stations, flow meters, and manhole monitors. Their rates went up in 2023 and we can't pay that contract amount until we amend to include the adjusted rate for 2023 so that is a total \$ 55,337.40 for 2023. So, going forward I think we will treat this like the Adirondack contract because we increase and decrease a number of mission units we have annually. We take pump stations on which increases this cost so I think what we will do in the future is we will get their next year's rate sheet and approve a not to exceed contract in December of the next year to cover the cost. At this point we are going to be lucky with how long it is going to take to get approved. We will be lucky to get this charge paid out of 2023 budget so I

want to avoid that in the future but for today this is quickest way we can do this is a motion for that dollar amount.

*Commissioner Doyle made a motion to approve and Commissioner Smassanow seconded the motion. The motion was approved: 5 Ayes, 0 Abstain, 4 Absent, 0 Nays.*

**ATTORNEY REPORT** – None

Conversation in regards to our systems and servers and any issues with being attacked.

**DEDICATIONS** - None

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

**There is no meeting for December**

**Next meeting January 25th, 2024  
3:00 P.M. at the Sewer District # 1 Office**

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