

**APPROVED MINUTES**

**SARATOGA COUNTY SEWER COMMISSION No. 1**  
**MINUTES OF February 29th, 2024**  
**3:00 PM at the SCSD # 1**

**COMMISSIONERS PRESENT:** Chairman Bisnett, Commissioner Doyle, Commissioner Smassanow, Commissioner Fillion (late), Commissioner Lansing, Commissioner O’Hara, Commissioner Scirocco, Commissioner Butler, Commissioner Hotaling (late)

**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; Alex Yacobucci, Assistant Chief Operator, Michael Naughton, Atty.

Chairman Bisnett called the meeting to order. Pledge

**PUBLIC COMMENTS:** NONE

**CHAIRMAN’S COMMENTS:** Chairman Bisnett welcomed everyone to the February 29th, 2024 Saratoga County Sewer Commission meeting. He also welcomed new Commissioner Town of Clifton Park Chris O’Hara. Round table all introduced and referenced Town/City representing.

Chairman Bisnett asked for a motion to approve the January 25th, 2024 minutes.

**APPROVAL OF MINUTES of January 25th, 2024.** *Commissioner Doyle made a motion to approve the minutes of January 25<sup>th</sup>, 2024. Commissioner Smassanow seconded the motion. No discussion. The minutes of January 25th, 2024 were approved: 6 Ayes, 1 Abstain, 2 Absent, 0 Nays.*

**2020 CAPITAL PROJECTS**

**HVAC Upgrade at WWTP** – Executive Director Rourke gave a status update. We have finally received a scheduled delivery of some of the pieces of equipment. A lot of the HVAC and AHU units are not scheduled to be here until June or July. So once that gets a little closer, we will get an install schedule from the contractor to see what the plan is since this has already been a long project due to the mechanical equipment lead times.

**Interceptor Relining Phase VIIB** – Executive Director Rourke gave a status update. They have started Phase 2 of the Shenentaha section in the Town of Malta today. They have one more section to complete after this run is completed and they should be done with all of the lining by March which is good news. Then will make sure the restoration is done properly and that the trail is left in good shape for the Zim Smith Trail.

**Saratoga Springs Pump Station and F.M Evaluation and Design** – Executive Director Rourke gave a status update. All 3 pumps have been rebuilt and are operational at the station. Work continues on the electrical, the HVAC and the plumbing contract. All of that work is likely not going to be complete until about September/October of this year. The GC under the contract has a couple of other things to complete, mainly architectural and structural work.

## **2021 CAPITAL PROJECTS**

**Secondary Clarifier Gate and MCC Replacement** – Executive Director Rourke gave a status update. Still working on verifying some of the existing conditions in the clarifiers and at that point submittals can be generated. Then it will be a few weeks to review on the engineers side with comments back and forth and then the purchase orders can be cut for that equipment. That equipment is anywhere from a 28 to 52 week lead time. So just another project that is unfortunately moving a bit slow, it is not really anybody's fault other than the need to confirm what is in the field. There is a lot of hoops we have to jump through in terms of phasing and process. Gene and the team have been great with that switching from side to side with clarifiers, which that gets a little hairy in regard to maintaining compliance. Gene has done a great job, so that project is still moving forward but will be on agenda for quite some time as well.

## **2022 CAPITAL PROJECTS**

**Biosolids Handling Facility** – Executive Director Rourke gave a status update. We just went through our basis of design comments yesterday with the engineer. We are still on schedule to have a 60% design by sometime around early summer. Basically, all the technology is chosen which will look at more of the maintenance and operation of the plant during construction. Also, as part of this project we are looking to change from our county front end documents to which we call our General Conditions to EJCDC which is Engineers Joint Contract Document Commission. They review general conditions for owners to use in construction contracts. The engineer requested we use that as part of this contract because it is pretty much the industry standard. I have reached out internally to the County Administrators office, County Attorney's office, and Purchasing and everybody is on board, even County DPW, to look at this. We are going to schedule a meeting in next couple of weeks with everyone. The engineer will kind of present what they think the best features and assets of using EJCDC maybe compared to what we use as a county front end today.

**Ammonia related WWTP Upgrades** – Executive Director Rourke gave a status update. This project continues to move forward. As you probably saw there are 2-3 cranes out there working on our north bays. Currently, everything is pretty much status quo with that. Obviously, there are typical construction issues that we do run into. Right now we are leak testing the tanks and that takes time to figure out potential issues. But in terms of the financing side of the project we had a good meeting with the Environmental Facilities Corporation on that we are looking to close on not only our grant funding but also long-term financing for that project this year. That means we have to get all of our information in by like April because the final date to close for them is September and they need that much time to review everything and approve it. Again, if we are able to do all that in time, which I think we will be able to, that will get us subsidized financing which is half market rate which is a really nice savings on our end, to be able to make that happen. We had a good meeting with the engineer and the contractor on that as well stating it is worth millions of dollars to us, so stressing the importance of getting that paperwork done to make sure that we can close through EFC as opposed to the other side. If we do not go through EFC then we go through private financing and a bond on our own which would be at market rate at that point. County rating is good but it is not half market rate.

**Aeration Tank Improvements** – Executive Director Rourke gave a status update. Just awaiting final ok from engineers on work so we can get the contract final plans set to get a price to perform this as well.

**D&R P.S. Upgrade** – Executive Director Rourke gave a status update. Finally, some momentum with this project. We have had a few onsite meetings and the contractor kicked off his work. They removed the underground fuel tank that was on site, took some soil samples and we are awaiting the result of those. All the pumps and panels are in and according to their schedule the project should be wrapped up in about 60 days.

**Strategic Infrastructure Planning and Financing** – Executive Director Rourke gave a status update. We are attempting to schedule a meeting between County Administrator, myself, Global Foundries and the County Global Foundries liaison that we now have to go over the new funding analysis that came out for Global Foundries what it may entail for us, and get try to get some answers earlier rather than later. Hopefully some good information there and still awaiting some comments on the pilot specification that I put together, which falls under this item also. We are trying to potentially build a pilot that gives us information what Global Foundries affluent does to our process. I had shared that with Global Foundries and just awaiting to get some comments back.

## **2023 CAPITAL PROJECTS**

**Moreau Forcemain Extension** – Executive Director Rourke gave a status update. The project is just about complete just final restoration to be done and will come off agenda next month. Flow through that line that was installed cannot happen until the ace pump station is done, which is the next item. Also there needs to be some pump station upgrades to Moreau owned station on RTE 9 that is also not complete but in terms of just the scope of work it is almost complete for the Force Main.

**Ace Pump Station Upgrade** – Executive Director Rourke gave a status update. Motion to Increase Contract Price. We hired an engineering firm to do the inspection, Environmental Design Partnership. The hours of this contract have depleted, mainly because they ran into some issues up there. They found an AC pipe as well as the sewer line was a 3 ft different elevation which caused them to figure out how to hook in where existing penetrations were for new wet wells. So, the existing contract was \$ 42,000.00 with the agenda, we are looking for a c/o \$ 46,511.00 that is an additional 360 hours of inspection at \$ 110/hr plus some incidentals that are related with the contract such as mileage.

*Commissioner Doyle made a motion to increase contract price. Commissioner Smassanow seconded the motion. No discussion. Motion to increase approved: 8 Ayes, 0 Abstain, 1 Absent, 0 Nays.*

After motion Executive Director Rourke added: 360 hours is an estimation, if they don't use it we do not pay them and as part of that that extra work is not an added cost just for the engineer, it is an added cost for the contractor as well. I just received that finalized change order yesterday. That change order is approx. \$ 90,000. There is potentially a little bit of negotiation we can do on that but I wanted to bring that to the commission for informational purposes, it is under 10% of the total contract price so we do not need to move on it. It is related to the unforeseen utility conditions, the sewer pipe at a different elevation causing some issues and some asbestos concrete pipe that caused some additional cost to remove that as well. That brings that total contract amount I believe to about \$ 1,309,000.00.

**Building 5 Roof Replacement** - Per Executive Director Rourke this is a Motion to Increase Contract Price This is a straight scope of work cost increase. Building 5 is our old maintenance building that was part of the original plant that roof had been leaking for a while, we did a design and went out to bid getting contracts. In that time our clam shell building which is building 7 that handles our grease that comes off of our primary clarifier developed a pretty substantial leak as well. We figured we have the roofer on site it is literally the building next door to the old maintenance building so we figure let's see if they can get us a fair price to do that work (paperwork included in packet also). That cost is \$ 55,800.00 which brings the total contract sum to \$ 360,611.00 which is above the 10% so do need a motion to approve.

*Commissioner Lansing made a motion to increase the contract price. Commissioner Doyle seconded the motion. No discussion. Motion to increase approved: 8 Ayes, 0 Abstain, 1 Absent, 0 Nays.*

**Spa Park Station Upgrade and South Broadway Design** – Per Executive Director Rourke they are still working on preliminary design for this. They did sample the roof and it is hot for asbestos there, so they will work that into their contract documents. They have reached out to the City of Saratoga Springs and we had a couple of good meetings with the City of Saratoga Springs, Commissioner Scirocco attended one of them and it went very well. We received the ok for our engineer to reach out directly and understand what planning is happening on South Broadway for that sewer extension. So that work continues.

## **2024 CAPITAL PROJECTS**

**North Side Primary Clarifier Upgrade** –We passed a resolution for reasons of efficiency and economy to standardized Brentwood primary clarifiers. That passed the Board a week or so ago. So, we are now getting a finalized purchase order to purchase the equipment and in parallel also working on building an in-house specification to bid out the installation of that as well as a replacement kind of our primary sludge pumps and our primary influent channel blowers.

**Town of Wilton Forcemain Capacity Upgrade Design** – Executive Director Rourke stated this went through the Board of Supervisors with no issues just working on generating the contracts for this through the county attorney's office and get this signed and get the engineer working on the analysis and design of this project with MJ Engineering, \$ 240,000.00 contract. (Jones Rd to Traver and up Northern Pines.)

(Commissioner Smassanow asked if Town of Wilton still on own system, which they are and we are in negotiations of accepting dedication of that system currently. Which is nice because they are also as part of dedication granting their Capital Reserve Fund to us as well. (So, for example if we took \$ 240,000.00 out of fund balance (we have an agreement with WWSA that it is going to happen) so we will replenish the fund balance with the Capital Reserve from their fund to our fund when that happens.) Wilton is a public system and WWSA is granted authority to operate by the Town.

(Commissioner Hotaling asked if that was one we checked out the station and infrastructure already? No, that one we have not done a final walkthrough yet but it has gone under our Q & A procedures as long as they have been in our system. Commissioner Smassanow, are we taking over all the grinder pumps? We have to define that still. It would be part of it yes but the number of them we have to finalize.)

**MISCELLANEOUS**

**Heritage Springs Valuation** – No update

**ATTORNEY REPORT** – NONE

**DEDICATIONS**

**Crescent Wood, Phase 2** - Town of Clifton Park- Michaels & Laraway Holdings LLC requested dedication of the sanitary sewer infrastructure servicing the Crescent Wood, Phase 2, in the Town of Clifton Park.

*A motion to accept Resolution 1-2024 dedication of Crescent Wood, Phase 2 was made by Commissioner O’Hara and seconded by Commissioner Hotaling.*

Discussion involved conditions of dedication, Resolutuion 1-2024 accepting dedication of Crescent Wood, Phase 2, consisting of 1 manhole, and approximately 600 lf of 2” DR-11 Force Main Sewer in the Town of Clifton Park.

*Passed: 8 Ayes, 1 Abstain, 0 Absent, 0 Naves*

*Executive Director Rourke thanked everyone. A motion to adjourn was made by Commissioner Lansing seconded by Commissioner Fillion and passed unanimously.*

**Next meeting March 28th, 2024  
3:00 P.M. at the Sewer District # 1 Office  
1002 Hudson River Road  
Mechanicville, NY 12118**