

APPROVED MINUTES**SARATOGA COUNTY SEWER COMMISSION No. 1**
MINUTES OF July 25th, 2024
3:00 PM at the SCSD # 1

COMMISSIONERS PRESENT: Chairman Bisnett, Commissioner Doyle, Commissioner Smassanow, Commissioner O'Hara, Commissioner Scirocco, Commissioner Lansing, Commissioner Hotaling

COMMISSIONERS EXCUSED: Commissioner Butler, Commissioner Fillion

ALSO PRESENT: Dan Rourke P.E., Executive Director; Tomas Ruiz, Intern, William Bills, Maintenance Manager, Andrew Marsden, Assistant Maintenance Manager; Gene Hutchings; Chief Operator, Alex Yacobucci, Assistant Chief Operator, George Conway, County Attorney, & Petra Holden, County Attorney.

Chairman Bisnett called the meeting to order. Pledge led by Commissioner Doyle

PUBLIC COMMENTS:

CHAIRMAN'S COMMENTS: NONE

Chairman Bisnett asked for a motion to approve the June 27th, 2024 minutes.

APPROVAL OF MINUTES of June 27th, 2024. *Commissioner Doyle made a motion to approve the minutes of June 27th, 2024. Commissioner Lansing seconded the motion. No discussion. The minutes of June 27th, 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 got a preconstruction and sequencing meeting for this project on Tuesday and we received the schedule as well, which looks like they are going to start in the next week or two on replacing our AHU's and HV units here at the plant. It looks like based on their schedule they should be out of here by November.

Saratoga Springs Pump Station and F.M Evaluation and Design – Executive Director Rourke gave a status update. Still working on architectural work and awaiting delivery of HVAC units and coordinating some pump control strategy with all the parties. This is another project that has slowed.

2021 CAPITAL PROJECTS

Secondary Clarifier Gate and MCC Replacement – Executive Director Rourke gave a status update. This is another project moving a little bit slow, mainly due to the lead times of equipment. Some of the work will be able to get done in our basement on our RAS pumps, in the next few weeks. We are still awaiting a final delivery date of those clarifiers to understand the coordination and sequencing with our ammonia project as well.

2022 CAPITAL PROJECTS

Biosolids Handling Facility –Executive Director Rourke gave a status update. We are aiming for the week of August 5th for the 60% design meeting.

Ammonia related WWTP Upgrades – MOTION TO MOVE BOND RESOLUTION AND PROJECT RESOLUTION. Per Executive Director Rourke there are a few motions here. Motion to approve a bond resolution and a project resolution. We will go through that first. This is the work we had to continue from last month where we had the public hearing slated for the Law and Finance in August. This has to do with the additional cost of the engineering for that project needing to be in the project and bond resolution that I was unaware of but the bond counsel made us aware of that, a month or so ago. So, the total cost of the engineering work through the end of the project is anticipating to be about \$ 4.2 million. We are not borrowing these funds they are slated in our annual budgets in our reappropriations from year to year. It is a bit of a paperwork exercise to check a box. It does not have anything to do with the amount of money we are borrowing but it raises the total project cost on those resolutions to \$ 52,628,452.00 million, so we would need a motion to move both the bond resolution and the project resolution forward to law and finance.

MOTION TO MOVE BOND RESOLUTION AND PROJECT RESOLUTION: *Commissioner Doyle motioned to move Bond Resolution and Project Resolution and Commisioner Smassanow seconded. Approved 7 Ayes, 1 Abstain, 2 Absent, 0 Naves*

Per Executive Director Rourke stated just for edification of those on the Commission as a reminder our total borrowing for this project is just under \$ 30 million about 29.8 million.

The third item here is a cost increase for an engineering contract.

MOTION TO AMEND ENGINEERING CONTRACT: This is associated with our south existing aeration tanks. This engineer was our expert that we had hired during our litigation they then worked to determine what the upgrade needed to be during the south aeration tanks we are now finally five years later ready to install those upgrades. We need some extra funds in their contract to perform some of the construction administration and some additional design work based on conversations with the contractor on site those costs and the letters in your packet is \$ 47,800.00 to do a couple of those task and that raises the total contract to from \$ 283,000.00 to \$ 330,800.00.

MOTION TO AMEND ENGINEERING CONTRACT: *Commissioner Doyle motioned to amend engineering contract and Commisioner Hotaling seconded. Approved 7 Ayes, Abstain, 2 Absent, 0 Naves*

Strategic Infrastructure Planning and Financing – Executive Director Rourke gave a status update. Work continues under this item for a few of the different projects that we are working on. That includes the Viall Avenue Design, which is in the Town of Stillwater and the City of Mechanicville. The pilot as well, which we are breathing life back into. The Lakeview Landing work design use to be under this contract and item. I have broken that out as we have gotten bids to do that work. We will talk about that when we get to it on the Agenda, but in general we are moving forward with a few of these different items for this work that needs to happen throughout the collection system.

2023 CAPITAL PROJECTS

Ace Pump Station Upgrade –Executive Director Rourke gave a status update. The station has started up and has been running for a couple of days now. This allows the Town of Moreau to start their pump station up which is then going to begin discharging Moreau flow to our system and then we will begin billing the Town of Moreau once that station gets started up and they’re sending flow our way.

Commissioner Hotaling asked if we needed to get approval from the State to handle Moreaus’s flow? Per Executive Director Rourke he stated we did get approval when we expanded our Sewer District, I think in 2010 or 2011. We went out to all the municipalities at that time.

Spa Park Station Upgrade and South Broadway Design – Executive Director Rourke stated we should be receiving final plans for that pump station work very shortly and the tech memo on the extension on South Broadway, which is going to have the cost estimate which is really going to determine if we can move forward or if it is cost prohibitive.

2024 CAPITAL PROJECTS

North Side Primary Clarifier Upgrade – Executive Director Rourke stated they are still finalizing bid package for this installation. Hopefully have that out to bid here in the next 30 days.

Town of Wilton Force Main Capacity Upgrade Design –The engineer continues to work on preliminary action items, planning stages of that project still We do have a site visit scheduled with DOCCS; Department of Corrections, but we have a meeting with them up at Mt. McGregor to go over how that is impacting our Force Mains downstream.

Building 7 Roof Replacement (Clamshell Building at the Plant)- Executive Director Rourke stated we are in the process of generating a contract for this.

Lakeview Landing Sewer Rehab – MOTION TO AWARD- Executive Director Rourke stated this is a motion to award in relation to an odor issue, that has been brought to our attention over the last year or so. Lakeview Landing is a subdivision in Malta, we have received bids to extend a low pressure main that dumps into a gravity system now. Which is the source of a lot of those odors and to extend that to then go into a high pressure Force Main, so it never really sees the light of day. It just goes Force Main to Force Main. We received bids for that work that range from \$ 130,581.00 to \$ 259,500. The engineer has a recommendation letter which is in your packet. It is to award to the low bidder WM J Keller and Sons at the cost of \$ 130,581.00.

MOTION TO AWARD LAKEVIEW LANDING SEWER REHAB: *Commissioner O’Hara motioned to award Lakeview Landing Sewer Rehab and Commisioner Doyle seconded. Approved 7 Ayes, 0 Abstain, 2 Absent, 0 Naves*

Heritage Springs – Status Update-

Executive Session Commissioner Doyle motion to go in, and Commissioner O’Hara seconded.
Executive Session Commissioner Chris O’Hare motioned to come out and Commissioner Scirocco seconded.

No action was taken in Executive Session

ATTORNEY REPORT

Attorney Conway gave a review of the proposed volunteer firefighter and EMS program the commission wanted to implement. The consensus of the attorney's office is that even though there is broad authority for the commission to set equitable rates, with no case law and an opinion from the state comptroller that we should not do it, it makes sense to pause it for now. The Executive Director will work with the administrators office to see if the current state exemption can be broadened to include sewer districts

Commissioner Smassanow asked if we could basically have a motion to encourage the County to put on the Legislative Agenda along with the letter from the our Executive Director.

Commission Smassanow motioned and Commissioner O'Hara seconded.

7 Ayes, 0 Abstain, 2 Absent, 0 Nays

DEDICATIONS

NONE

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

**Next meeting August 29th, 2024
3:00 P.M. at the Sewer District # 1 Office
1002 Hudson River Road, Mechanicville, NY 12118**