

## APPROVED MINUTES

### SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF FEBRUARY 4, 2016 3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Howe, Bold, Doyle, Hale, Marshall, Ostapczuk and Rinaldi

**COMMISSIONERS EXCUSED:** Cannon and Loewenstein

**ALSO PRESENT:** Dan Rourke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Maintenance Manager; William Bills, Assistant Maintenance Manager; Chad M. Cooke P.E., Deputy County Administrator; Robert Wilcox, Assistant County Attorney

**EXECUTIVE DIRECTOR COMMENTS:** Executive Director Rourke introduced a new member of the Sewer District's management team, Assistant Maintenance Manager, William Bills. He said Mr. Bills has an extensive background in sewer installation, has been a QA inspector here for the last four (4) years and will be a great asset to our management team.

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe brought to the Commission's attention an ongoing issue in the Town of Halfmoon with the Birchwood Pump Station forcemain. He said historically there have been almost a dozen breaks and it is an environmentally sensitive area. Executive Director Rourke and staff feel it is necessary to declare an emergency regarding the need to repair the forcemain and Chairman Howe said he was in agreement with their decision. He requested to change the order of the agenda to move up the item for Emergency Declaration for Birchwood Forcemain.

**Emergency Declaration for Birchwood Force Main** – Executive Director Rourke gave a summary on the Birchwood forcemain issue in the Town of Halfmoon. He said the Birchwood Pump Station and forcemain were originally installed in 1990 with a 4" ductile line. In 2013, the pump station was upgraded and there was an existing dry 6" PVC line that was used as opposed to putting a new line. Since the 2013 upgrade, the forcemain has had a total of ten (10) pipe failures, five (5) of which have been in the last four (4) months.

Executive Director Rourke also stated that each time there is a forcemain break it is a violation against the Sewer District's NYSDEC SPDES permit and the repair costs are upward of \$10,000. The Sewer District has spent close to \$100,000 fixing these breaks and this cost will continue if it remains in place. Maintenance Manager, Grant Eaton added that the forcemain was installed before the Sewer District's Quality Assurance Program. Executive Director Rourke said the forcemain is in an environmentally sensitive area and forcemain failures could present public health hazards. He said the proper thing to do moving forward is declare an emergency.

*Commissioner Doyle moved the following resolution, seconded by Commissioner Bold:*

RESOLUTION NO. SD 3-2016

RESOLUTION NO. SD 3-2016, a resolution authorizing the Executive Director of Saratoga County Sewer District No. 1 to contract for professional engineering services to design a replacement for the Birchwood pump station force main, and once the design is complete, contract with a firm to install the force main per the design on an emergency basis pursuant to General Municipal Law (“GML”) §103(4):

WHEREAS, the Birchwood Pump Station force main was originally installed as part of the Maple Ridge Subdivision and has experienced 10 pipe failures since August of 2013; and

WHEREAS, the Birchwood Pump Station was upgraded in 2013, but the force main then utilized was an existing dry line installed around 1990 for future use as a cost saving measure; and

WHEREAS, the force main transports approximately 250 gallons per minute when operating and is critical to the collection system; and

WHEREAS, when the force main fails untreated wastewater potentially discharges onto the ground; and

WHEREAS, engaging professional engineering services at this time to design a replacement for the force main is necessary in order to maintain proper transport of untreated wastewater, avoid violations against the Sewer District’s NYSDEC SPDES permit and protect citizens from unnecessary future health hazards; and

WHEREAS, prompt construction of a new force main must be completed immediately post design in order to protect the public’s health and engaging in emergency construction services quickly will mitigate future force main failures; and

WHEREAS, the Commissioners of Saratoga County Sewer District No. 1 have determined that it is in the public interest to procure engineering design and construction services for repair of the Birchwood Pump Station force main as necessary to remedy this serious condition to be made as soon as may be practicable and on an emergency basis pursuant to GML §103(4).

THEREFORE BE IT RESOLVED THAT:

1. The Executive Director of Saratoga County Sewer District No. 1 be authorized to procure, upon consultation with the Commission’s Engineering Committee, those professional engineering design and construction services necessary to remedy this condition as soon as may be practicable; and
2. Such procurement shall be accomplished without formal competitive bidding or the procurement procedures set forth in GML Section 103 but shall otherwise comply with the statute; and
3. The actual costs of such professional engineering design services, presently estimated to not exceed a total of \$40,000, be reported to the Commissioners by the Executive Director as soon as may be practicable.

4. The actual costs of such services to facilitate construction of the force main repair, presently estimated to not exceed a total of \$210,000, be reported to the Commissioners by the Executive Director as soon as may be practicable.

*Discussion involved the focemain, the plan for necessary repairs and budgeting for repairs. Commissioner Marshall made a request to amend the 4<sup>th</sup> WHEREAS in the resolution. Commissioner Doyle moved the amendment and it was seconded by Commissioner Bold. Resolution passed: 7 Ayes, 2 Absent, 0 Nays.*

**APPROVAL OF MINUTES of December 10, 2015.** *Commissioner Marshall made a motion to approve the minutes of December 10, 2015. Commissioner Hale seconded the motion. No discussion. The minutes of December 10, 2015 were approved. 5 Ayes, 1 Abstain, 3 Absent, 0 Nays.*

**APPROVAL OF MINUTES of January 7, 2016.** Approval of minutes postponed to the next Commission meeting due to a lack of attending Commissioners preventing a majority vote.

### **2014 CAPITAL PROJECTS**

Executive Director Rourke gave updates on the following projects:

**Main Sewage Pumps** – Trinity Construction removed Pump No. 2 and we are currently waiting for the offset piece to be fabricated. There is an approximate three (3) week lead time left for delivery.

**Incinerator Alternatives Study** – The finalized draft has been received. It is not currently signed and sealed. Executive Director Rourke said he has four (4) copies as well as an electronic copy for those who would like a copy.

### **2015 CAPITAL PROJECTS**

**Bar Screen No.3 and Mixer Project** – Executive Director Rourke said advertisement for this project is slated for next week and the bids will be opened on March 8, 2016.

### **2016 CAPITAL PROJECTS**

**Long Term Hauling Bid** – Executive Director Rourke said the long term hauling bid will be advertised today and the bids will be opened on February 23, 2016.

### **BUDGET REAPPROPRIATIONS**

Executive Director Rourke requested the re-appropriation of capital funds from the 2015 budget to the 2016 budget for construction costs and professional services associated with projects that were not completed in 2015. This includes the bar screen project and the mixer replacement project. The total request for re-appropriation is \$2,891,905.00.

*Commissioner Doyle made a motion to approve the request to the Saratoga County Board of Supervisors for re-appropriation of Capital Project Funds in the amount of \$2,891,905.00 from the 2015 to 2016 Capital*

*Project Funds. Commissioner Marshall seconded the motion. No discussion. Motion passed: 7 Ayes, 2 Absent, 0 Nays.*

## **ATTORNEY REPORT**

Attorney Wilcox said there was not much to report in terms of the ongoing litigation as it is still in the early phases. He is still looking into the Sewer District's easements with regard to easement clearing. He said there were two (2) dedications and both were ready to dedicate.

## **DEDICATIONS**

**The Estates at Kelley Farms** – Town of Ballston – New York Development Group/Eastline, LLC requested dedication of the sanitary sewer infrastructure servicing The Estates at Kelley Farms Subdivision in the Town of Ballston. *The motion to accept dedication of The Estates at Kelley Farms Subdivision in the Town of Ballston consisting of (1) pump station, (17) manholes, approximately 2,612 ft of 8" SDR 26 gravity main, 1,134 ft of 6" SDR 26 forcemain, and 2,600 ft of 4" SDR 21 forcemain was made by Commissioner Doyle and seconded by Commissioner Marshall. Discussion involved conditions for acceptance. Resolution SD 4-2016 accepting dedication of The Estates at Kelley Farms Subdivision in the Town of Ballston **conditioned upon the receipt of a Release of Part of Mortgaged Premises, Subordination of Mortgage To Utility Easement and UCC-3 Financing Statement as filed in the County Clerk's Office** passed: 7 Ayes, 2 Absent, 0 Nays.*

**Loomis Subdivision** – Town of Halfmoon – Takwai Realty Group, LLC requested dedication of the sanitary sewer infrastructure servicing Loomis Subdivision in the Town of Halfmoon. *The motion to accept dedication of Loomis Subdivision in the Town of Halfmoon consisting of (5) manholes, approximately 553 ft of 8" SDR 26 gravity main and approximately 294 ft of 8" C-900 gravity main in the Town of Halfmoon was made by Commissioner Bold and seconded by Commissioner Hale. Discussion involved Commissioner Bold's inquiry about installation and inspection. Grant Eaton verified that all channel and piping were complete and met Saratoga County Sewer District #1 standards for certification. Resolution SD 5-2016 accepting dedication of Loomis Subdivision in the Town of Halfmoon passed: 7 Ayes, 2 Absent, 0 Nays.*

## **COMMITEES**

**Engineering Committee** – No Report

**Growth Committee** – Commissioner Hale said the Growth Committee has a working draft letter of their findings and recommendations that will be circulated amongst the Growth Committee, and when finalized, the letter will be forwarded to Chairman Howe.

*A motion to adjourn the meeting was made by Commissioner Marshall and seconded by Commissioner Ostapczuk. No discussion. The motion passed.*

**NEXT COMMISSION MEETING**  
**Thursday, March 3, 2016**  
**3:00 P.M. at the Treatment Plant**