

# APPROVED MINUTES

## SARATOGA COUNTY SEWER COMMISSION No. 1

MINUTES OF JUNE 9, 2016

3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Bold, Cannon, Marshall, Ostapczuk and Rinaldi

**COMMISSIONERS EXCUSED:** Howe, Doyle, Hale 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

Vice Chairman Marshall called the meeting to order and welcomed those in attendance. In accordance with Chairman Howe's request, the meeting was started with the Pledge of Allegiance.

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** None

**APPROVAL OF MINUTES of May 5, 2016.** Approval of minutes postponed to the next Commission meeting due to a lack of attending Commissioners which prevented a majority vote.

Executive Director Rourke gave updates on the following projects:

### 2015 CAPITAL PROJECTS

**Bar Screen No. 3 and Mixer Project** – Contracts are in the process of being executed with Stephen Miller General Contractors and Spring Electric Inc. We are waiting on some insurance documents but Executive Director Rourke hopes to have a notice to proceed issued and begin work in the next two (2) weeks.

**Bar Screen No. 1 and No. 2 Replacement** – We have not received finalized contracts from Jett Industries. Contracts have been executed with Spring Electric Inc. and we are reviewing bonds and insurance documents.

### 2016 CAPITAL PROJECTS

**Interceptor Relining Phase VI** – We are in the process of getting an executed agreement with Environmental Design Partnership (EDP).

**Long Term Hauling Contract** – Executive Director Rourke reported that he is very pleased with how well Casella Organics is doing and how professional they are. He thanked the Commissioners for their support in willing to move forward with the second low bidder.

**Odor Control Upgrade** – On May 31, 2016 NYSDEC conducted an unannounced inspection here at the plant to which they expressed their concern that we were not operating within our permit. Our Title V Permit has three (3) point sources listed for odor control; the headwork’s building, primary tanks 4, 5, 6 and the sludge holding tanks/belt press room. Executive Director Rourke explained that when the incinerator is running the odor control is handled by the incinerator, but when the incinerator is not running we should be operating the odor control scrubber. When NYSDEC did their inspection they found that we were not running any of the three (3) sources. As a result, NYSDEC issued an official “Warning Letter” stating that these systems need to be operational and running within 90 days, or a permit modification request has to be submitted within that time. Executive Director Rourke said the Scrubber has not been operational for at least eight (8) years or more and the headworks have not been operational for at least three (3) or four (4) years. The primary tank odor control system has been started and the headworks system should be functional within thirty (30) days.

Due to an inability to find parts for the scrubber, Executive Director Rourke suggested submitting a permit modification request and to replace the scrubber and in the meantime, he would like to issue a RFP (Request for Proposal) for design services to analyze different options for a new odor control system.

*Commissioner Cannon made a motion to authorize Executive Director Rourke to issue a RFP (Request for Proposal) for design services to analyze different alternatives for a new odor control system for the WWTP’s sludge holding tanks and belt press room. Commissioner Bold seconded the motion. No discussion. Motion passed: 5 Ayes, 4 Absent, 0 Nays.*

## **MISCELLANEOUS**

**Trip to Sludge Processing Facilities** – Executive Director Rourke reported that the trip to NH was a success. He said they learned a lot about the different operations and each system had its own pros and cons. He gave a quick overview of the trip.

Greater Lawrence Sanitary District – Executive Director Rourke said this facility was the most impressive. They had both anaerobic digesters and a drying facility that produced a marketable product. The District owns the equipment and it is maintained and operated by NEFCO (New England Fertilizer Company), whom they are looking to renew their contract with for twenty (20) years. Executive Director Rourke said he would like to get a copy of the contract to see how it is structured.

Nashua – This facility had a digester and they are very pleased with it. It has been in operation for 16 years with only two (2) shut downs in that time frame. They have a similar agreement to what we have with Casella and it is hauled as a Class B product at \$56/Ton.

Manchester – This facility had an incinerator that they are pleased with since a \$6M upgrade occurred. They are looking to upgrade to bring it up to the new Title V regulations.

Concord – This facility used a Lime Stabilization RDP Process which produced a class A solid at \$19/Ton. Not the most favorable process. Good monetarily upfront Capital cost but high electric and operations cost. They are looking to go another route and explore other options, possibly a digester.

Commissioner Bold said the Trip to NH was good. He said we are not the only facility facing issues and that the hauling process we have right now may continue for several years. He said choosing the right system is

going to take time, especially when it comes to designing, bidding, building and debugging. However, whatever system we choose, the end product should have a sustainable future with long range perspectives.

Commissioner Ostapczuk noted that phosphorus levels in New York may be more stringent than in neighboring states, which could affect land application.

## **ATTORNEY REPORT**

Attorney Wilcox said he spoke with Mr. Howard, the attorney representing the County and the Sewer District, regarding the ongoing litigation and he would give an update in Executive Session.

## **EXECUTIVE SESSION**

*On a motion by Commissioner Cannon and seconded by Commissioner Ostapczuk, the Commission moved to go into Executive Session at 3:25 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) for a discussion with Counsel regarding pending litigation regarding the 2008 plant expansion project.*

*On a motion by Commissioner Cannon and seconded by Commissioner Ostapczuk, the Commission moved to go out of Executive Session at 3:30 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2).*

## **DEDICATIONS**

**Emma Lane** – Town of Clifton Park – Provident Development Group, LLC requested dedication of the sanitary sewer infrastructure servicing the commercial subdivision known as Emma Lane in the Town of Clifton Park. *The motion to accept dedication of Emma Lane in the Town of Clifton Park consisting of (2) manholes, approximately 480 ft of 2” PVC low pressure forcemain and approximately 370 ft of 1.5” PVC low pressure forcemain was made by Commissioner Ostapczuk and seconded by Commissioner Cannon. No discussion. Resolution SD 8-2016 accepting dedication of Emma Lane in the Town of Clifton Park passed: 5 Ayes, 4 Absent, 0 Nays.*

**Re-Dedication of The Mill at Smith Bridge** – Town of Wilton – Smith Bridge, LLC requested re-dedication of the sanitary sewer infrastructure servicing The Mill at Smith Bridge in the Town of Wilton based upon amendments to its subdivision plan occurring after the original dedication on July 23, 2014 (Resolution No. SD 12-2014). *The motion to accept re-dedication of The Mill at Smith Bridge consisting of (1) pump station, (18) manholes, approximately 2,428 ft of 6” HDPE forcemain and approximately 2,200 ft of 8” PVC gravity main was made by Commissioner Ostapczuk and seconded by Commissioner Cannon. Discussion involved explanation for the re-dedication. Attorney Wilcox said Smith Bridge, LLC made slight changes to the real property description which created an easement that mirrored the original easement except for a small addition with easement rights additionally conveyed to the Town. The revisions are very minor and do not affect the piping or infrastructure. Resolution SD 9-2016 accepting re-dedication of The Mill at Smith Bridge in the Town of Wilton passed: 5 Ayes, 4 Absent, 0 Nays.*

## **COMMITEES**

**Engineering Committee** – In Commissioner Loewenstein’s absence, Commissioner Marshall gave a quick summary of what was discussed at the Engineering Committee meeting on June 7, 2016. He said the Committee discussed Capital cost, debt service and options in the upcoming years as it relates to the Sewer District’s Capital Plan. He said there will be more to come in the next six (6) months.

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

**NEXT COMMISSION MEETING  
Thursday, July 7, 2016  
3:00 P.M. at the Treatment Plant**