

# APPROVED MINUTES

## SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF DECEMBER 7, 2017 3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Howe, Cannon, Doyle, Hotaling, Keegan, Loewenstein, Ostapczuk and Thompson

**COMMISSIONERS EXCUSED:** Marshall

**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; Chad M. Cooke P.E., Deputy County Administrator; Robert Wilcox, Assistant County Attorney

Chairman Howe called the meeting to order and welcomed everyone in attendance.

**PLEDGE OF ALLEGIANCE:** Led by Commissioner Hotaling

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe welcomed Daniel Keegan, our newest Commissioner who will be representing the Town of Clifton Park. He said Mr. Keegan came highly recommended and will no doubt be an asset to the Commission. Commissioner Keegan thanked Chairman Howe.

Chief Operator Duff informed the Commissioners that the Sewer District will be having its Annual Holiday Afternoon on December 22, 2017 and she welcomed all Commission members to attend.

**APPROVAL OF MINUTES of November 9, 2017.** *Commissioner Cannon made a motion to approve the minutes of November 9, 2017. Commissioner Doyle seconded the motion. No discussion. The minutes of November 9, 2017 were approved. 6 Ayes, 2 Abstain, 1 Absent, 0 Nays.*

### **2016 CAPITAL PROJECTS**

**Odor Control** – Executive Director Rourke reported that excavation is 100% complete with the exception of an unknown pipe that was found during excavation. He informed the Commission that the pipe needs to be relocated and the lead time for pipe relocation is three (3) weeks. He said equipment is scheduled for delivery in January which will leave one (1) month for installation and start-up of the biofilter. He also informed the Commission that new duct work is being fabricated due to an error in design and the exhaust fans need to be upsized from 15HP to 25HP. The contractor, J&K Plumbing & Heating, has requested a change order in the amount of \$76,328.00 for the fan upsizing and duct work. Executive Director Rourke said both pipe relocation and duct sizing increase will be billed under the \$65,000.00 allowance amount and the change order is within 10% of the original contract amount.

*Commissioner Loewenstein made a motion to approve a change order in the amount of \$76,382.00 for Contract #1 with J&K Plumbing & Heating Co., Inc., increasing their contract from \$1,418,000.00 to \$1,494,382.00 for pipe relocation and HVAC duct work for Odor Control system on a Time and Materials (T&M) basis. Commissioner Ostapczuk seconded the motion. No discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

## **2017 CAPITAL PROJECTS**

**Clifton Park Manhole Replacement** – Executive Director Rourke reported that 350 feet of pipe has been installed by the contractor and the manholes are scheduled to be delivered December 11, 2017. He informed the Commission that Laberge Group was initially hired to do professional services in the nature of creating a topographic survey and design for a sewer repair plan to replace failing manholes off Northcrest Drive under a minor contract in the amount of \$14,900.00. Executive Director Rourke said additional expenses will be incurred for construction observation and inspection as needed. He recommended amending the contract in the amount of \$6,600.00 which would also amend the minor contract to a major contract bringing the total contract amount to \$21,500.00.

*Commissioner Doyle made a motion to forward a recommendation to the Board of Supervisors to amend Laberge Group's contract for an additional \$6,600.00, increasing the contract amount from \$14,900.00 to \$21,500.00 to provide additional inspection services on a time and material basis as well as changing the minor contract to a major contract. Commissioner Loewenstein seconded the motion. No discussion. Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

**Round Lake, Moe Road and MTP Pump Station Design** – Bids opened up on November 30, 2017. Executive Director Rourke said five (5) bids were received for Contract #1 – General Construction with bids ranging from \$835,999.85 to \$1,032,133.00 and four (4) bids were received for Contract #2 – Electrical Construction with fees ranging from \$299,500.00 to \$353,088.00. A cost breakdown sheet was provided for each proposer and the consultant, MJ Engineering, recommended awarding the contract to the low bidders, J Squared Construction Corp. and Kahrs Construction. Executive Director Rourke said the original budget was \$1.1M and an amended cost estimate was \$1.4M. Additional funds from other Capital Projects will make up the difference. He recommended a motion to award contracts to J. Squared Construction Corp. for Contract #1 in the amount of \$835,999.85 and Kahrs Construction for Contract #2 in the amount of \$299,500.00 for a total project cost of \$1,316,319.00.

*Commissioner Ostapczuk made a motion to forward a recommendation to the Board of Supervisors to award Contract #1 General Construction to J Squared Construction Corp. in the amount of \$835,999.85 and Contract #2 Electrical Construction to Kahrs Construction in the amount of \$299,500 for Pump Station Improvement to the Round Lake, Moe Road and Martindale Trailer Park pump stations for a total cost of \$1,316,319.00. Commissioner Thompson seconded the motion. No discussion. Motion passed: 7 Ayes, 0 Nays, 1 Abstain, 1 Absent..*

**Rate Analysis and Cost of Service Study** – Executive Director Rourke said the cost of service portion of the financial model is almost complete and staff is working on obtaining infrastructure layout in each municipality for the consultant.

Commissioner Loewenstein inquired about a schedule. Executive Director Rourke said the consultant is currently awaiting information on our end with regard to size and type of pipe within each Town and he hopes to have all that information gathered by January of 2018.

**Joint Feasibility Study – Regional Biosolids Handling Facility** – Executive Director Rourke advised the Commission that a productive workshop was held on Thursday, November 30, 2017 with Arcadis of New York, Inc. The model was very impressive and it allowed attendees to analyze different options for a Regional Facility. He said there were nine (9) scenarios presented based on changes such as hauling and electrical costs. They were able to narrow their interest down to a couple of scenarios that will be expanded upon, with a possible presentation to the Commission and/or Engineering Committee to review options and decide the best way to move forward. Executive Director Rourke said Albany County and SCSD are continuing to meet with officials at the State level and are looking at possible grant funding opportunities.

## **2018 CAPITAL PROJECTS**

**Ammonia Capacity Analysis and Aerations Upgrades** – Executive Director Rourke informed the Commission that the initial data collection stage is complete. A conference call was held with Global Foundries this morning to discuss their plans and how it will affect the analysis. Barton & Loguidice are working toward getting all model assumptions correct moving forward and another meeting is scheduled for December 20, 2017 at 1:00 P.M.

**ATTORNEY REPORT** – No Report

## **EXECUTIVE SESSION**

*On a motion by Commissioner Cannon and seconded by Commissioner Marshall, the Commission moved to go into Executive Session at 3:18 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. Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

*On a motion by Commissioner Cannon and seconded by Commissioner Doyle, the Commission moved to go out of Executive Session at 3:25 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2). Motion passed: 8 Ayes, 1 Absent, 0 Nays.*

**DEDICATIONS**– None

**COMMITTEES:**

**ENGINEERING COMMITTEE** – No report

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

**NEXT COMMISSION MEETING**  
**Thursday, January 4, 2018**  
**3:00 P.M. at the Treatment Plant**