MINUTES
FACILITIES COMMITTEE MEETING
Thursday, August 27, 2015 – 10:45 AM
Solid Waste Management Conference Room
23400 NYS Route 177, Rodman, New York

The Development Authority of the North Country Facilities Committee met in regular session in the Solid Waste Conference Room, in Rodman, New York, on Thursday, August 27, 2015.

Committee Members Present:
Fredrick Carter, Chairman
Alex MacKinnon
Alfred Calligaris
Richard Lucas
William Archer
James Hollenbeck
Brian McGrath

Staff Present:
James Wright, Executive Director
Michelle Capone, Dir of Regional Development
Carrie Tuttle, Director of Engineering
Timothy Field, Information Technology Director
Richard LeClerc, SWMF Division Manager
Hartley Schweitzer, Community Planner
Jo Anne Yaddow, Executive Assistant
Angela Marra, Administrative Assistant

1. Chairman Carter called the meeting to order at 10:45 AM.

2. Resolution No. 2015-08-87 authorizes the Executive Director to enter into a SCADA Services Agreement with the Village of Lyons Falls for a not to exceed amount of $31,500. The Village is upgrading the Dock Street Pump Station and has requested the Authority integrate the Pump Station and Wastewater Treatment Plan into the SCADA system. The Village has requested optional services to integrate the Cherry Street Pump Station into the SCADA system and that the Authority provide these services under a separate contract. C. Tuttle stated the Village had decided to scale the amount of the contract down to $15,000.

   Upon a motion by A. MacKinnon, seconded by A. Calligaris, Resolution No. 2015-08-87, Authorizing Executive Director to Enter into a SCADA Services Agreement with the Village of Lyons Falls to Integrate the Dock Street Pump Station and Wastewater Treatment Plant with SCADA and Optionally Integrate the Cherry Street Pump Station with SCADA, was unanimously approved.

3. Resolution No. 2015-08-88 authorizes the Executive Director to enter into Geographic Information System (GIS) Hosting Agreements with the Towns of Alexandria, Lisbon, Louisville, Massena; Villages of Alexandria Bay, Hammond, Massena, Waddington; and City of Ogdensburg. All contracts began on July 1, 2015 and monthly fees vary from $50-$100.
Upon a motion by A. MacKinnon, and seconded by A. Calligaris, Resolution No. 2015-08-88, Authorizing Executive Director to Negotiate and Enter into GIS Hosting Agreements, were unanimously approved.

4. Resolution No. 2015-08-89 authorizes a third amendment to a Technical Services Agreement with the Town of Fine for a not to exceed total contract amount of $50,000. The amendment fully defines the scope of the project and funding, costs have increased due to delays in obtaining funding, increases in hourly rates from 2013, and a project schedule that includes a two phased approach with projected construction completion in 2017. Amendment 3 is for an additional note to exceed amount of $25,000.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2015-08-89, Authorizing the Amendment No. 3 to the Technical Services Agreement with the Town of Fine, was unanimously approved.

5. Resolution No. 2015-08-90 authorizes the Executive Director to enter into an Agreement with the Villages of Carthage and West Carthage for SCADA Services for the Water Pollution Control Facility (WPCF). The Villages are undertaking a capital improvement project at the WPCF that include upgrades to all areas of the treatment plant and have requested the Authority provide SCADA services for a not to exceed amount of $50,000.

Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2015-08-90, Authorizing Executive Director to Enter into an Agreement with the Villages of Carthage and West Carthage for SCADA Services for Water Pollution Control Facility Capital Improvement Project, was unanimously approved.

6. Resolution No. 2015-08-96 is the last resolution for the SEQR process and authorizes the findings and conclusion of the final submission of the written findings statement, declaring the documents to be accurate and that filing has been completed, and the relocation of an easement that has no implications and gives New York State Department of Environmental Conservation access to State-owned property.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2015-08-96, Authorizing Issuance of Findings Statement Pursuant to the New York State Environmental Quality Review Act and Approval to Undertake the Proposed Southern Expansion of Existing Solid Waste Management Facility, was unanimously approved.

7. Resolution No. 2015-08-97 amends the Solid Waste Management Programs Capital Plan and Capital Budget. Two qualified proposals were received that exceed the authorized budget for the specified projects and since activities are being performed on behalf of the partner counties to prepare the data for the regional solid waste plan and landfill expansion permit, the following amendments are proposed:

Waste Composition Study increases to $100,000 from $50,000;
Organic Diversion decreases to $30,000 from $92,000;
Recycling Alternatives Evaluation increases to $62,000 from $50,000
Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2015-08-97, Amending the Capital Plan and Capital Budget for the Solid Waste Management Programs, was unanimously approved.

Chairman Carter adjourned the meeting at 10:56 AM.

Respectfully submitted,

Fredrick Carter
Chairman, Facilities Committee