

# NOVATO SANITARY DISTRICT

Meeting Date: July 18, 2011

The Wastewater Operations Committee of Novato Sanitary District will hold a meeting at 2:00 PM, Monday, July 18, 2011, at the District offices, 500 Davidson Street, Novato.

## AGENDA

1. AGENDA APPROVAL:
2. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):

This item is to allow anyone present to comment on any subject not on the agenda, or to request consideration to place an item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Committee at this time as a result of any public comments made.
3. CONSIDER APPROVAL OF MINUTES OF THE JUNE 20, 2011 MEETING
4. WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR JUNE 2011:
  - a. Treatment Plant Performance Report
  - b. Maintenance Report
  - c. Safety and training
  - d. Public relations
  - e. Odor control
5. COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR JUNE 2011:
  - a. Collection System Maintenance
  - b. Pump Station Maintenance
  - c. Collection System Performance
6. RECYCLING FACILITY REPORT FOR JUNE 2011
  - a. Irrigation system
  - b. Ranching status
7. ADJOURNMENT:

***In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 892-1694 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.***

***Materials that are public records and that relate to an open session agenda item will be made available for public inspection at the District office, 500 Davidson Street, Novato, during normal business hours.***

June 20, 2011

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, June 20, 2011, at the District Office, 500 Davidson Street, Novato.

**MEMBERS PRESENT:** NSD Board Members Michael Di Giorgio and George Quesada.

**STAFF PRESENT:** Beverly James, Manager-Engineer  
Sandeep Karkal, Deputy Manager-Engineer  
John Bailey, Project Manager, Veolia Water  
Lynda Rodefer, Administration, Veolia Water  
Tim O'Connor, Collection Systems Superintendent  
Julie Borda, Administrative Secretary

**AGENDA APPROVAL:** Member Di Giorgio approved the agenda as mailed.

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:** Member Di Giorgio approved the minutes of the May 16, 2011 Wastewater Operations Committee meeting.

**WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR MAY 2011:**

Project Manager John Bailey, Veolia Water, reviewed the monthly operations report for May 2011. He stated there were no NPDES permit exceedances, violations or excursions at the facility during April. He stated that the treatment plant had performed very well for the month of May.

Key events at the Novato facility included the removal from service of the #2 digester and the #3 aeration basin. He stated that the air flow scrubber at bed #1 was checked the week of 5/23/11. He noted that an odor scrubber was placed at the manhole at the east end of the treatment plant and that this would be for a trial period.

Mr. Bailey discussed the odor complaint log and noted that one confirmed complaint was received from the Bay Area Air Quality Control Board. The odor complaint came from the aeration basins. Mr. Bailey stated that the odor complaints were greatly reduced since May when the odor devices were installed and implemented.

Mr. Bailey continued with the key events at the facility, giving a construction update as well as an update of the current safety training that Veolia employees participate in.

**COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR MAY 2011:**

Tim O'Connor, Collections System Superintendent, discussed the Collections System Monthly Report for May 2011. He stated that the Collections System operated with the equivalent of 5.2 equivalent full time field workers due to vacations, holidays, sick leave and industrial leave. He noted that 67% of their time was spent on sewer maintenance and 33% on pump station maintenance. He stated that the Collections System crews cleaned a total of 53,110 feet of pipeline in the month of May.

Mr. O'Connor stated that approximately 223 lift station inspections were conducted for the month. He noted that staff also made provisions to apply ferric chloride at the Bahia Main Pump Station to reduce odor potential from the Bahia force main in the McClelland/Lea Dr. neighborhood. He stated that five manhole liners were also installed in the neighborhood to mitigate potential odor issues.

Mr. O'Connor was very pleased to report that there were no sanitary sewer overflows for the month of May.

Member Quesada discussed the possible need to hire three more collection system employees. The Committee discussed the option of hiring new collection system workers and the financial implications to the District.

**RECYCLING FACILITY:**

The Deputy Manager-Engineer gave a summary report of the Reclamation Facilities. He noted that rain showers have severely impacted hat production. He discussed the irrigation systems, noting that the majority of irrigation zones for Sites 2 and 7 will perform in a generally satisfactory manner while about half the zones in Site 3 will require some infrastructure upgrades.

**ADJOURNMENT:** There being no further business to come before the Committee, Member Di Giorgio adjourned the meeting at 3:04 p.m.