

January 23, 2012

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, January 23, 2012, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: NSD Board Members Michael Di Giorgio and Dennis Welsh.

STAFF PRESENT: Beverly James, Manager-Engineer
Sandeep Karkal, Deputy Manager-Engineer
Steve Krauthem, Field Services Superintendent
Tim O'Connor, Collections System Superintendent
Julie Swoboda, Administrative Secretary
Lynda Rodefer, Administration, Veolia Water
John O'Hare, Technical Manager, Veolia Water
John Bailey, Plant Manager, Veolia Water

ALSO PRESENT: Joe Carlomagno, Novato resident
Bob Guinan, Novato resident

AGENDA APPROVAL: Member Di Giorgio approved the agenda as presented.

PUBLIC COMMENT:

Novato resident Bob Guinan expressed his appreciation for an email that the Manager-Engineer sent to the Lea Drive Neighborhood residents. He stated the email contained a progress report on the implementation plan for the odors, health effects, noise and visual screening at the District.

APPROVAL OF MINUTES: Member Welsh approved the minutes of the December 19, 2011 Wastewater Operations Committee meeting as written.

ODOR CONTROL:

- Progress report. The Manager gave details of the District's current activities to address neighborhood concerns about odors, noise, and visual impacts. She stated that the Agreement with GHD and RMC was executed on January 17, 2012 and that the contractor will begin the construction of the bed retrofits on January 24, 2012. The scheduled completion date remains February 29, 2012.

The Manager stated that on January 9th, the Board approved a proposal from Dr. Robert Scofield to investigate the potential for health effects from the treatment plant

emissions. She stated that his contract has been approved and his draft report is anticipated to be available by February 20, 2012.

The Manager reported that additional landscaping is being installed along Lea Drive and the work will be completed by January 31st. She discussed the proposed trees for the planting, noting that they are a mix of native and non-native species which will be suitable for the soil conditions in that area. She noted that the District deferred construction of a fence pending further discussions with the neighbors.

The Manager stated that staff met with an acoustical engineer on January 19th and reviewed all of the potential noise sources within the treatment facility. She noted that it was determined that the high-pitched noise was coming from the microturbine and it has been turned off pending the addition of noise shielding. She noted that the acoustical engineer will be providing a proposal for soundproofing and this will be considered at a February board meeting. She stated that any work would be scheduled for March after completion of the biofilter retrofit.

Novato resident Bob Guinan referred to the Jim Joyce Odor Control Report and asked if there were any long or short-term intentions to address the aeration basin odors. The Manager replied that these odors will be evaluated as necessary after the District completes the current odor remedies.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR DECEMBER 2011:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training:

John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for December 2011 and discussed the treatment plant performance. He stated that there were no violations for the month and that the treatment facility parameters were within compliance.

Mr. Bailey reported on the key events at the Novato facility. He stated that the micro turbine had been repaired and was operational and that generators at the Novato facility and the Ignacio pump station had been repaired. Mr. Bailey was pleased to report that Veolia employee Anthony Silva, had passed his certification process and was now a Grade V Wastewater Treatment Plant Operator.

Mr. Bailey reported that Veolia continues to take Jerome Meter (H₂S) readings in the Lea Drive neighborhood and within the treatment plant.

Mr. Bailey discussed safety and training for the month of December and noted that Veolia Water has been operating the treatment facility accident free for 577 days/26,311 hours. He stated that 254 work orders were closed in the month of December, which left only 7 outstanding as of January 1st. Mr. Bailey discussed the number of complaints received in December, the plant flow charts and the energy usage for the past 12 months.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE ANNUAL REPORT:

The Manager stated that the Contract Service Agreement for Operation, Maintenance, and Management of Wastewater Treatment Facilities (Agreement) requires that Veolia Water provide the District with an "Annual Operations and Maintenance Report". The Manager stated that Veolia has provided this annual report for the period from August 1, 2010 through July 31, 2011 and she provided the Committee members with a copy. She discussed the highlights of the report and asked the Committee members to provide her with comments prior to the February Wastewater Operations Committee meeting. She stated that she will take Committee member comments and prepare a presentation for the Board of Directors at their regular Board meeting on February 28th.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR DECEMBER 2011:

Tim O'Connor, Collection System Superintendent, discussed the Collections System Monthly Report for December 2011. He stated that the Collections System spent about 64% of its time on sewer maintenance and 36% on pump station maintenance. He stated that during the month, there was one open position under recruitment.

Mr. O'Connor reported that there were four sanitary sewer overflows in December: two caused by root blockages in the main line, one caused by a grease blockage, and one caused by vandalism. He stated that the overflows resulted in a total sewage loss of 15,770 gallons, with 1,514 gallons recovered. Mr. O'Connor stated that for the past 12 month period, the District has maintained a reasonable overflow record with 6.2 overflows per 100 miles of sanitary sewer pipe. The Manager stated the industry average is 6 overflows/100 miles.

Mr. O'Connor stated that the Collections System crews cleaned a total of 59,246 feet of sewer pipeline in the month of December and completed 312 maintenance work orders. Mr. O'Connor discussed pump station maintenance as well as pump station construction progress and noted that approximately 217 lift station inspections were conducted during December. He noted that Bayside, South Gate and Western Oaks pump stations have been accepted for beneficial occupancy and are in varying stages of final completion.

RECLAMATION FACILITY:

Steve Krautheim, Field Services Superintendent, gave a summary report of the Reclamation Facilities for December, 2011. He reported that ranching operations ended for the season and all cattle were removed from the sites. He stated that irrigation operations were halted for the season and he discussed on-going repairs.

ADJOURNMENT: There being no further business to come before the Committee, Member Di Giorgio adjourned the meeting at 3:07 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Swoboda, Recording

DRAFT