

February 22, 2011

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Tuesday, February 22, 2011, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: NSD Board Members Michael Di Giorgio and James D. Fritz.

STAFF PRESENT: Beverly James, Manager-Engineer
Sandeep Karkal, Deputy Manager-Engineer
John Bailey, Project Manager, Veolia Water
Lynda Rodefer, Administration, Veolia Water
Dave Coffman, Technical Support Group, Veolia Water
Bryce Behnke, Technical Resource Manager, 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 January 20, 2011 Wastewater Operations Committee meetings.

The Deputy Manager-Engineer introduced Dave Koffman and Bryce Behnke of Veolia Water and discussed their current responsibilities with Veolia at the District. Member Di Giorgio expressed his appreciation for the personnel and expertise Veolia employees bring to the District.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR JANUARY 2011:

Project Manager John Bailey, Veolia Water, reviewed the monthly operations report for January 2011. He stated that the plant is performing very well and there were no violations or excursions in January. He stated that pH levels were within the limits of 6.5 to 7.2 and that the process control modifications were successful. He discussed the key events for the period and stated the contractor was installing the PVC liner in the odor control soil bed near clarifier #2. He reported there were no odor complaints in January. Mr. Bailey discussed Veolia's safety and training for the period and noted there were no safety related incidents in January. He discussed the SOP's (Standard Operating Procedure manuals) which are currently in development and review. Mr.

Bailey reviewed with the Committee charts showing various aspects of the facilities twelve month performance.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR JANUARY 2011:

Tim O'Connor, Collections System Superintendent discussed the Collections System Monthly Report for January 2011. He stated that the Collections System operated with the equivalent of 2.28 full time field workers due to vacations, holidays, sick leave and industrial leave. He noted that 56% of their time was spent on sewer maintenance and 44% on pump station maintenance. He stated that the Collections System crews cleaned a total of 21,360 feet of pipeline in the month of January.

Mr. O'Connor stated that the Pump Stations operated with the equivalent of 1.8 full time field workers due to vacations, holidays, sick leave and industrial leave. He noted that staff conducted approximately 164 lift station inspections for the month.

Mr. O'Connor stated that there was one sanitary sewer overflow for the month at 105 Michele Circle on January 1. He discussed the overflow details and noted that all homes tributary to this location received door tags which outlined proper grease disposal practices.

WASTEWATER RECLAMATION FACILITY:

The Manager-Engineer stated there was no activity to report at the reclamation facility. She noted that Steve Krautheim continues to provide repairs and maintenance as needed at reclamation.

ADJOURNMENT: There being no further business to come before the Committee, Member Fritz adjourned the meeting at 2:44 p.m.