

March 21, 2011

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:07 p.m., Monday, March 21, 2011, at the District Office, 500 Davidson Street, Novato.

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

STAFF PRESENT: 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

ALSO PRESENT: Brant Miller, Novato resident

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

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Member Di Giorgio approved the minutes of the February 22, 2011 Wastewater Operations Committee meetings.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR JANUARY 2011:

Project Manager John Bailey, Veolia Water, reviewed the monthly operations report for February 2011. He stated that the plant is performing very well and there were no NPDES permit exceedances in February. He commented on a March heavy flow event, pointing out that even with the increased heavy flows, the plant performed without incidence. The Deputy-Manager stated that the Collections Department also handled the heavy flows without any major incidents.

Mr. Bailey discussed the key events for the period at the Novato and Ignacio facilities. He stated that the soil bed odor scrubber rehabilitation was completed and put back into service on February 28th. He gave a construction update and discussed Veolia's safety and training schedule for the month of February.

Mr. Bailey discussed the Standard Operation Procedure (SOP) manuals that are currently being reviewed.

Brant Miller, Novato resident, questioned if the SOP manuals are reviewed by Veolia personnel prior to finalization. The Deputy-Manager stated that the manuals go

through multiple stages to ensure clarity and appropriateness. John Bailey stated that the manuals are reviewed by administrative personnel and Operators prior to a field test/review.

Mr. Bailey noted that Bryce Behnke and Dave Coffman, Veolia Water, were on-site in February. Mr. Behnke was at the district to perform the eSMR (Electronic State Mandatory Reporting) and Mr. Coffman was here to review the EMS (Environmental Management Systems) / ISO (Internal Organization for Standardization) program and possible cost savings.

Mr. Bailey discussed the provided graphs which showed flow, influent load BOD TSS, effluent BOD TSS concentration, BOD TSS percent removal, effluent ammonia concentration, and effluent disinfection.

Mr. Bailey discussed the current work order statistics, noting that 171 work orders were closed in February.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR FEBRUARY 2011:

Tim O'Connor, Collections System Superintendent, discussed the Collections System Monthly Report for February 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 40,428 feet of pipeline in the month of February.

Mr. O'Connor stated that the Pump Stations operated with the equivalent of 2.2 full time field workers due to vacations, holidays, sick leave and industrial leave. He noted that staff conducted approximately 182 lift station inspections for the month. Mr. O'Connor complimented his staff on their hard work and skill during a recent wet weather event.

Mr. O'Connor stated that there was one sanitary sewer overflow for the month at 885 Eucalyptus Ave on February 15th. He stated that the overflow was attributed to a grease blockage due to a sag in the mainline. He noted that approximately 53 gallons were released to open ground. He stated that the line has been scheduled to a 4 month frequency until the line segment can be repaired.

WASTEWATER RECLAMATION FACILITY:

The Deputy-Manager stated there was no activity to report at the reclamation facility.

ADJOURNMENT: There being no further business to come before the Committee, Member Fritz adjourned the meeting at 2:50 p.m.