

May 12, 2008

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 4:30 p.m., Monday, May 12, 2008, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President James D. Fritz, Members Michael Di Giorgio, William C. Long, Arthur T. Knutson, and George C. Quesada.

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James, Deputy Manager-Engineer Sandeep Karkal, and Administrative Assistant Julie Borda. Labor negotiator Austris Rungis and attorney Eddie Kreisberg were present for the closed session only.

ALSO PRESENT: Sam Renati, former Board Member.

PLEDGE OF ALLEGIANCE:

CLOSED SESSION – CONFERENCE WITH LABOR NEGOTIATORS: Pursuant to Government Code 54957.6, President Fritz announced that the Board would meet in closed session for the item listed on the Closed Session agenda. Closed session began at 4:32 p.m.

CLOSED SESSION REPORT: No reportable action was taken in closed session and the meeting reconvened in open session at 5:52 p.m.

AGENDA APPROVAL: *On motion of Member Quesada, seconded by Member Di Giorgio, and carried unanimously, the agenda was approved as mailed.*

PUBLIC COMMENT: None.

BOARD MEMBER REPORTS: None.

REVIEW OF MINUTES:

- Consider approval of minutes for the April 28, 2008 meeting: *On motion of Member Quesada, seconded by Member Long, and carried unanimously, the April 28, 2008 Board meeting minutes were approved as written.*

CONSENT CALENDAR: *On motion of Member Long, seconded by Member Quesada, and carried unanimously, the following consent calendar items were approved:*

- a. Notification to Board regarding 8% increase to worker's compensation insurance premium for fiscal year 2008-09.
- b. Receive quarterly Investment Report for quarter ending March 31, 2008.
- c. Approve discharge of treated water from geothermal well drilling operations at the College of Marin Indian Valley campus, subject to staff review and approval of testing results of the water prior to discharge.

- d. Approval of regular disbursements in the amount of \$216,555.49, and project disbursements in the amount of \$2,583,556.56.

BUDGET WORKSHOP:

- Discussion of long term capital improvement plan: The Deputy Manager presented a detailed look at the Capital Budget report. He discussed with the Board the goals of the Capital Improvements Program (CIP) which encompasses 23 projects, including the Novato Plant Upgrade, the pump stations upgrade and the collections systems improvements. The Deputy Manager discussed these major projects and reviewed with the Board the details in the 2008-2013 Preliminary Expenditure Projection report.

The Deputy Manager gave an overview of the Preliminary Capital Improvements Budget. President Fritz and the Deputy Manager discussed the Novato Sanitary District SCADA System which is budgeted at \$50,000.

The Manager discussed with Member Di Giorgio the details of the CIP line item, Annual Collection System Improvements, which has a preliminary five year budget of \$22,500,000.

BEL MARIN KEYS PUMP STATIONS REHABILITATION PROJECT 2004-03:

- Consider adoption of Resolution No. 2979 making California Environmental Quality Act (CEQA) findings, approving plans and specifications and authorizing advertising for bids: The Manager discussed the Board authorized agreement with Nute Engineering to design the rehabilitation of seven pump stations in the Bel Marin Keys area of Novato. Staff has prepared a Preliminary Environmental Assessment and Notice of Exemption (NOE) under CEQA. In addition, Nute Engineering has prepared an estimate of probable construction costs which is slightly higher than staff's December 2006 estimate due to cost escalation.

The Manager recommended that the Board make a finding of a Class II categorical exemption under CA Code of Regulations (CCR), Title 14, Section 15302 – Replacement or Reconstruction (CEQA Guidelines), and direct staff to file a Notice of Exemption (NOE) with the County Clerk's office under CCR Title 14, Section 15062; approve specifications and bidding documents; and authorize staff to bid the project.

RESOLUTION NO. 2979: *On motion of Member Di Giorgio, seconded by Member Long, and carried unanimously, Resolution No. 2979, "A Resolution making CEQA findings, approving plans and specifications and authorizing advertising for bids" was adopted.*

LIABILITY CLAIM:

- Consider rejection of claim from Sandra Smith, 829 Hayden Avenue, Novato: The Manager briefly discussed the claim from Sandra Smith which follows a sewer backup into her home that occurred on January 28, 2008. The Manager stated that although the backup was caused by a stoppage in the District's main line, the backflow prevention device on the

claimant's property had been tampered with and was inoperative, thereby causing the overflow to back up into the house.

*On motion of Member Quesada, seconded by Member Long, and carried unanimously, the Board rejected the claim of Ms. Sandra Smith.*

#### BOARD OF DIRECTORS:

- Consider appointing a representative to the steering committee for the North Bay Watershed Model Lateral Ordinance: The Manager discussed the agencies that will be sending a member to form the steering committee: Las Gallinas Valley Sanitary District, Central Marin Sanitation Agency, Ross Valley Sanitary District, and the Sewerage Agency of Southern Marin. The Manager discussed the position and Members Di Giorgio and Quesada expressed their interest in the position.

President Fritz discussed the position and appointed Member Mike Di Giorgio to be the Novato Sanitary District's representative to the steering committee for the North Bay Watershed Model Lateral Ordinance.

#### STAFF REPORTS:

- Tentative NPDES Permit Amendment: The Manager noted that the Regional Board will consider an amendment to the District's NPDES Permit at its meeting on May 14, 2008, in order to allow the District to divert the effluent from the Ignacio Treatment Plant to the Novato Treatment Plant for further treatment and discharge. This will allow the District to meet the March 31, 2008 deadline for compliance. It will also reduce the monitoring requirements and the risk of violations. She will attend the hearing but is not anticipating any controversy for the amendment.

- Treated wastewater spill from the Novato Treatment Plant construction project: The Manager discussed an incident whereby a District construction contractor for the wastewater treatment plant spilled up to 25,500 gallons of treated, disinfected, dechlorinated effluent into the former pasture owned by the District to the east of the construction area. The spill occurred sometime between 2:00 AM and 7:00 AM on Wednesday, May 7<sup>th</sup> when a hose conveying the water from the new primary clarifier came out of a manhole. The water was tested and contained no chlorine residual and an enterococcus level of 10 MPN/100 ml. The Manager noted that the spill was reported to the Office of Emergency Services, the Marin County Health Department, the San Francisco Regional Board, the Marin IJ, and the Novato Advance. The contractor is aware that they are fully responsible for any costs associated with the spill.

- Safety Program: The Manager discussed the District's participation in a joint safety program with Central Marin Sanitation Agency, Las Gallinas Valley Sanitary District, Ross Valley Sanitary District, and Sausalito-Marín City Sanitary District. Elayne Haller created the joint program and served for many years as the Safety Director. The Districts engaged Ed

Vittorio after Elayne retired. Mr. Vittorio is no longer serving as Safety Director and Elayne will be returning on a part-time basis while the District's recruit a replacement.

In addition, she noted that the Novato Sanitary District had a Safety Lunch which recognized employees who had from 1 to 20+ years of no reportable accidents with small tokens of appreciation.

- North Bay Watershed Association meeting: The Manager noted that the monthly meeting of the NBWA was held on May 2, 2008. The focus was on planning for the year 2008-09. She was happy to report that Bel Marin Keys Community Services District has joined NBWA. The conference held in Petaluma on April 4<sup>th</sup> received generally high scores for the quality of the speakers and the information presented.

- North Bay Water Reuse Authority update: The Manager stated that the NBWRA is working on updating the engineering feasibility study, preparing the economic analysis, and the NEPA/CEQA documents. She noted that the Senate bill did not make it on to the May Water & Power subcommittee mark up as the District had hoped because the feasibility study was not complete. The next opportunity to be considered is tentatively scheduled for the end of July 2008.

Member Long attended the noon meeting and he gave an overview of public comment including remarks by David Kehler.

MANAGER'S ANNOUNCEMENTS:

- Linda Candelaria, the Environmental Services Manager, will graduate from the Novato Chamber of Commerce Leadership program on Wednesday, May 14<sup>th</sup>. She has been working on a project to improve recycling in Novato Schools.

- The Deputy Manager's trip to witness the blower testing in Denmark has been delayed until June due to a later arrival of a third party part needed for the blower construction.

ADJOURNMENT: There being no further business to come before the Board, President Fritz adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Beverly B. James  
Secretary

Julie Borda, Recording