

September 9, 2013

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, September 9, 2013, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Michael Di Giorgio, Members William C. Long, Jean Mariani, Jerry Peters, and Dennis Welsh.

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James, Deputy Manager-Engineer Sandeep Karkal and Administrative Secretary Julie Swoboda.

ALSO PRESENT: John Bailey, Project Manager, Veolia Water
Brian Exberger, Assistant Project Manager, Veolia Water
Ed O'Brien, The Covello Group
Brant Miller, Novato resident
Andrew Oko, NSD Environmental Services Manager

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as written.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

Consider approval of minutes of the August 26, 2013 meeting.

On motion of Member Mariani, seconded by Member Peters, and carried unanimously, the minutes of the August 26, 2013 Board meeting were approved.

CONSENT CALENDAR:

On motion of Member Long, seconded by Member Peters and carried unanimously, the following Consent Calendar items were approved:

- a. Adopt Resolution No. 3063 for BioMarin Pharmaceutical Inc.'s upper pH limit.
- b. Review of quarterly investment report.
- c. Approval of regular disbursements in the amount of \$157,704.53, project account disbursements in the amount of \$175,540.85, and Board member disbursements in the amount of \$2,629.60.

WASTEWATER TREATMENT PLANT UPGRADE CONTRACT C, PROJECT 73001:

- Progress report on Solids Handling Upgrade Project construction: The Manager introduced Ed O'Brien, Construction Manager, The Covello Group. Mr. O'Brien gave an update on the rehabilitation of digester No. 2 and the solids handling building.

The Deputy Manager-Engineer discussed the clarifier lining repairs and the materials being used to correct the corrosion inside the clarifier unit. He gave an overview of the erosion correction that is being implemented at the dirt bank to the north of the facility. He stated that the projected completion date for the Solids Handling Upgrade Project is July, 2014.

COLLECTION SYSTEM IMPROVEMENTS PROJECT 72706:

- Review bids received for the Collection System Improvements; Project 72706, Phase H, Center Road – Diablo Avenue to Kristy Court, approve contract award to TerraCon Pipelines, and authorize the Manager-Engineer to execute the contract in the bid amount of \$662,778: The Deputy Manager-Engineer stated that on September 4th seven bids were received for the Phase H project. He stated that TerraCon Pipelines had submitted the apparent lowest bid: \$662,778. He stated that staff had reviewed and verified all bid documents and that they were in order. The Deputy Manager-Engineer requested the Board award the contract to TerraCon Pipelines and authorize the Manger-Engineer to execute the contract in the bid amount of \$662,778.

On motion of Member Long, seconded by Member Peters and carried unanimously, the Board awarded the Collection System Improvements Project 72706; Phase H, Center Road – Diablo Avenue to Kristy Court project to TerraCon Pipelines for the bid amount of \$662,778 and authorized the Manager-Engineer to execute the contract.

- Consider approval of a contract with The Covello Group (TCG) for construction management services, and authorize the Manager-Engineer to execute an agreement with TCG on a time and materials basis for an amount not-to-exceed \$63,000: The Deputy Manager-Engineer stated that the District had asked Nute Engineering and The Covello Group for a time and materials estimate for construction management for the Phase H project. He stated that upon comparing the two bids costs were similar. He requested that the Board take into consideration the longevity of the agreeable working relationship between the District and The Covello Group and award the contract to The Covello Group.

On motion of Member Peters, seconded by Member Welsh and carried unanimously, the District awarded the construction management services contract for Project 72706 Phase H to The Covello Group on a time and materials basis for an amount not-to-exceed \$63,000. The Board authorized the Manager-Engineer to execute the agreement.

STAFF REPORTS:

- California Association of Sanitation Agencies (CASA) annual conference report. The Manager reported on her attendance at the CASA conference which was held in San Diego from August 21st – 24th. She reviewed with the Board three PowerPoint presentations that were given at the CASA meeting.

BOARD MEMBER REPORTS:

- The North Bay Watershed Association (NBWA) report. President Di Giorgio discussed his attendance at the September 6th meeting. He stated that a presentation was given by the Nature Conservancy on the historical data of the Bay.

- Member Welsh requested an update on the odor situation. The Manger stated that odor consultant Dave McEwen has completed the first round of testing. She stated that he intends to meet with the Lea Drive neighbors on Wednesday, September 11th.

- Member Mariani requested an update on the landscape maintenance. The Manager stated that Cagwin and Dorward continue to maintain the Lea Drive area.

MANAGER'S ANNOUNCEMENTS:

- The Manager stated that LAFCO has appointed Keene Simonds as the new Executive Officer, to replace the retiring Peter Banning.

- The Wastewater Operations Committee meeting will be held on Monday, September 16th at 2:00 p.m. at the District office.

ADJOURNMENT: There being no further business to come before the Board, President Di Giorgio adjourned the meeting at 7:24 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Swoboda, Recording