

December 18, 2012

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Tuesday, December 18, 2012, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: NSD Board Members William Long and Jerry Peters.

STAFF PRESENT: Sandeep Karkal, Deputy Manager-Engineer
Steve Krautheim, Field Services Superintendent
Tim O'Connor, Collection Systems Supervisor
Julie Swoboda, Administrative Secretary
John Bailey, Plant Manager, Veolia Water
(Beverly James, Manager-Engineer, was absent)

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

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR NOVEMBER 19, 2012: Member Long made a change to page 2, paragraph 8: "*Member Long requested suggested the Manager...*" The November 19, 2012 minutes were approved as amended.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR NOVEMBER 2012:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training: John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for November 2012 and discussed the treatment plant performance. He stated that the treatment plant stayed within all required parameters and that there were no violations or excursions during the month.

Mr. Bailey reported on the key events at the Novato Treatment Facility and the Ignacio Transfer Pump Station. He reported that the digester cleaning was completed at both the Novato and Ignacio facilities. He stated that the full report of the cleaning will be provided at the January 21st Wastewater Operations Committee meeting.

Mr. Bailey reported that Veolia continues to make routine rounds, readings and maintenance at the Ignacio Transfer Pump Station. He 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 November and noted that Veolia Water has been operating the treatment facility accident free for 912 days/41,587 hours.

He outlined the safety and training events that Veolia employees participated in for the month of November. Mr. Bailey discussed the plant flow charts and the energy usage for the past 12 months. He stated that the charts have been revised to show baselines for the various categories.

The Committee discussed the electrical usage and how to optimize the plants electrical usage during off-peak periods.

- Odor control, noise, and landscaping progress report: Sandeep Karkal, Deputy Manager-Engineer, stated that the Manager-Engineer and the Field Services Superintendent are moving forward with the new fence at the north eastern portion of the plant property. He stated that the proposal has been accepted and that the fencing materials are on order. He stated that the Manager-Engineer continues to explore the option of placing a berm in the north east corner of the treatment plant.

Joe Carlomagno, Novato resident, discussed a company he had researched named Krueger, which provides odor monitoring devices. John Bailey stated that Krueger is a Veolia Water subsidiary.

Bob Guinan, Novato resident, requested an update on the District's search for a new odor consultant. The Deputy Manager-Engineer stated that the Manager is currently working on the issue and is in discussion with a new consultant.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR NOVEMBER 2012:

Tim O'Connor, Collections System Superintendent, discussed the Collections System Monthly Report for November 2012. He reported that the crew cleaned a total of 50,920 feet of sewer pipeline in November and completed 241 maintenance work orders. He discussed pump station maintenance and noted that approximately 301 lift station inspections were conducted during November.

Mr. O'Connor discussed the significant storm event that took place at the end of November and stated that there were no overflows. He stated that the Collection System staff proactively planned for the event by staging generators at critical pump stations, testing trailer mounted generators and pumps, placing large-diameter hoses at critical locations for ease of access, and inspecting and/or cleaning critical areas.

Committee Members Long and Peters commended the crew for their preparation and hard work, stating that they were pleased there were no overflows.

Mr. O'Connor stated that there were no sanitary sewer overflows for the month of November. He stated that safety performance for his department was excellent with a total of 624 accident-free days as of November 30th.

RECLAMATION FACILITY REPORT FOR NOVEMBER 2012:

Steve Krautheim, Field Services Superintendent, stated that the rancher has moved all cattle from the three sites for the winter. He stated that irrigation has stopped for the winter and that new control boxes were installed in seven zones in four different parcels on Site 2.

Mr. Krautheim stated that 11.52 million gallons (MG) of recycled water was irrigated during the month of November. He stated that a total of 414.13 MG of recycled water was irrigated on the Reclamation sites in 2012.

He reported that approximately 604 cubic yards of solids from the Ignacio Treatment Plant Digester was placed into Lagoon #5 for storage until it can be disposed of in the Dedicated Land Disposal area next summer.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 3:20 p.m.

Respectfully submitted,

Sandeep Karkal
Deputy Manager-Engineer

Julie Swoboda, Recording