

January 20, 2015

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 9:00 a.m., Tuesday, January 20, 2015, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: Committee Members Jerry Peters and Brant Miller.

STAFF PRESENT: Sandeep Karkal, Manager-Engineer
Steve Krautheim, Field Services Manager
Tim O'Connor, Collections System Superintendent
John Bailey, Project Manager, Veolia
Julie Swoboda, Administrative Secretary

OTHERS PRESENT: Lynda Farmery, Veolia
Brian Exberger, Assistant Project Manager, Veolia

AGENDA APPROVAL: Approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR DECEMBER 15, 2014: The Manager-Engineer noted a correction to the December 15 minutes, page 2, paragraph 3: *He stated that as of November 30, ~~2015~~ 2014, the Collections Department and the District have worked accident free for a total of ~~1,625~~ 1,356 days.* The December 15, 2014 meeting minutes were approved as corrected.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR DECEMBER 2014:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training:
Manager Engineer Sandeep Karkal introduced Veolia Project Manager John Bailey who provided an overview of treatment plant operations for the month of December. He stated that the December rainfall data recorded at the District facility was 16.68 inches and noted that a total flow of 35 million gallons was recorded on December 11th. The Project Manager discussed the December 10th and 11th wet weather events and the treatment facilities operation during this period. He stated that there were no permit exceedances, violations or excursions in the month of December.

The Project Manager discussed the key operations and maintenance events at the Novato facility, the Ignacio Transfer Pump Station, the Recycled Water Plant, and the Sludge Lagoons. He discussed training events completed in December and stated that as of December 31st, Veolia employees have been accident free for a total of 1,672 days / 76,243 hours. He discussed the training Veolia employees participated in during December. He reviewed the operations and maintenance report and stated that 0.78 million gallons of recycled water were produced.

The Project Manager stated that Jerome Meter (H₂S) readings continue to be taken within the treatment plant as well as in the Lea Drive neighborhood area and no odor notifications were received in December. He reviewed a diagram which illustrated where odor samples are taken within the treatment facility and within the Lea Drive neighborhood.

- Odor control, noise, and landscaping report: The Manager-Engineer stated that odor control activities were limited primarily due to the wet weather experienced during December. He stated that the media in the large odor control bed between primary clarifiers #1 and #2 was topped off in November and appears to be performing satisfactorily.

The Manager-Engineer stated that landscaping activity was light in December due to wet weather conditions. He stated that the bid to relocate the redwood trees currently in planter boxes along the eastern fence line of the plant site to the northeast corner of the plant site has been awarded, and the work should occur in January or early February.

COLLECTION SYSTEMS OPERATION AND MAINTENANCE REPORT FOR DECEMBER 2014:

The Collections System Superintendent gave the Collection Systems Monthly Report for December 2014. He reported that the Collection Systems crew cleaned a total of 64,100 feet of sewer pipeline and that the department completed 330 maintenance work orders which were generated in November. He stated that the District's CCTV van (Closed Circuit TV) televised 12 line segments for 2,329 feet of production and he outlined the areas identified as needing repairs or further evaluation. He stated that the CCTV production was low due to two major storm events necessitating a significant time commitment of staff to respond to storm related issues as well as staff availability for maintenance activities. He reported on the current Collection System Projects and outlined the specialized training that his department completed.

The Collections System Superintendent stated that as of December 31, 2014, the Collections Department and the District have worked accident free for a total of 1,387 days. He discussed the Collection System minor projects completed in December.

The Field Services Manager made a Powerpoint presentation of events that took place during the heavy rainfall events in December. He discussed in detail the six overflow events which took place between December 3rd and December 25th.

The Manager-Engineer and the Field Services Manager discussed contingency planning that occurred prior to the rain events and then was successfully executed. The Manager-Engineer and the Field Services Manager stated that an Emergency Operations Center (EOC) was set up at the District on December 11th, and they provided details of activities that took place. They noted that lessons learned from the contingency planning activities and EOC operations would be incorporated into Standard Operating Procedures (SOPs) for future reference.

RECLAMATION FACILITY REPORT FOR DECEMBER 2014:

The Field Services Manager presented the Reclamation Facilities report for December. He stated that the rancher completed moving all cattle off of Site 7. He stated that the two significant rain storms in December affected all areas of the Reclamation Facilities and noted that there were no irrigation or sludge handling activities this month.

Director Peters commended the staff for their efforts during the wet weather events that took place in December.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 10:20 a.m. The next Wastewater Operations Committee meeting will be rescheduled as Monday, February 16th is a District holiday (President's Day).

Respectfully submitted,

Sandeep Karkal
Manager-Engineer

Julie Swoboda, Recording