

April 15, 2013

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, April 15, 2013, at the District Office, 500 Davidson Street, Novato.

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

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

ALSO PRESENT: Lynda Rodefer, Veolia Water, as Committee Recorder for Julie Swoboda.
Bob Guinan, Novato resident
Joe Carlomagno, Novato resident

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR MARCH, 2013: The March 18, 2013 minutes were approved as written.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR MARCH 2013:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training: John Bailey, Plant Manager, Veolia Water, reported on the treatment plant performance for the month of March. He stated that there were no permit exceedances, violations or excursions and noted that March flows remain low as a dry weather pattern continues. Mr. Bailey discussed the ammonia parameter, noting that although values were higher than previous months, they were well within NPDES permit limits.

Mr. Bailey reported on the key events at the Novato treatment facility, the Ignacio transfer pump station, the recycled water plant and the lagoons. He discussed Veolia's Emergency Management Services (EMS) implementation preparation. He stated that Veolia Water earned first place in the Municipal Operational Excellence (OpEx) Awards for their operation of our facility out of a field of more than 300 water and wastewater projects and stated a press release would follow soon.

He stated that Veolia employees have been accident free for a total of 1033 days/46,485 hours. He reviewed the treatment plant performance graphs and provided a report on work order statistics.

- Odor control and landscaping progress report: Beverly James, Manager-Engineer, provided a summary of the plan for an RFP master odor plan for next fiscal year. Also discussed weed control.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR MARCH 2013:

Tim O'Connor, Collections System Superintendent, discussed the Collections System Monthly Report for March 2013. He reported that the crew cleaned a total of 50,565 feet of sewer pipeline. Mr. O'Connor stated that the department completed 286 maintenance work orders which were generated in March. He discussed pump station maintenance and noted that approximately 240 lift station inspections were conducted.

Mr. O'Connor stated that there were no sanitary sewer overflows during March and that safety performance for his department was good with a total of 59 accident-free days. He noted that the Hangar Pump Station was returned to District staff control during the month and is now operational. Mr. O'Connor reported that staff issued 1 Standard Operating Procedures (SOP's) during the month.

RECLAMATION FACILITY REPORT FOR MARCH 2013:

Beverly James, Manager-Engineer, presented the Reclamation Facilities report in Steve Krauthem's absence. She stated that Parcels 24 and 28 were rolled and seeded last month. She noted that a portion of Parcel 21 and all of Parcel 25 were disked, rolled and seeded with the permanent crop in March.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 3:20 p.m. The next Wastewater Operations Committee meeting will be held on Monday, May 20th

Respectfully submitted,

Beverly James
Manager-Engineer

Lynda Rodefer, Recording