

July 15, 2013

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, July 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
Sandeep Karkal, Deputy Manager-Engineer
Tim O'Connor, Collections System Supervisor
John Bailey, Project Manager, Veolia Water
Julie Swoboda, Administrative Secretary
(*Steve Krauthaim, Field Services Superintendent was absent.*)

ALSO PRESENT: Lynda Rodefer, Veolia Water

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR JUNE 17, 2013: The June 17, 2013 minutes were approved as written.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR JUNE 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 June. He stated that there were no permit exceedances, violations or excursions and noted that June flows remain low as a dry weather pattern continues. Mr. Bailey noted a correction to page 2 of the report and pointed out that the volume of recycled water produced was 15.3 million gallons, not 19.52 million gallons as originally written.

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 stated that aeration basin #4 was removed from service, drained and cleaned. Mr. Bailey identified equipment that is/will be out of service due to planned servicing, maintenance or replacement.

Mr. Bailey reported that Veolia employees have been accident free for a total of 1,124 days/51,254 hours. He stated that Jerome Meter (H2S) readings continue to be taken in the Lea Drive neighborhood and within the treatment facility. He discussed the safety training for the month and reviewed the treatment plant performance graphs.

Mr. Bailey stated that Veolia's Environmental Management Systems (EMS) report will be available for presentation in August. The Manager requested the initial report be given to the Wastewater Operations Committee at their August 13th meeting prior to being presented to the Board of Directors.

- Odor control: Sandeep Karkal, Deputy Manager-Engineer, stated that staff continues to work to address issues of concern relating to odor control, noise, and landscaping. In regards to odor control, the Deputy Manager-Engineer stated that Mr. David McEwen of Brown and Caldwell completed an initial odor sampling in early July and that the results would be available in late July/early August.

The Deputy Manager-Engineer stated that some of the modular covering units for the aeration basins have arrived. He noted that the remainder of the units will arrive in late July and that the installation will be scheduled.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR JUNE 2013:

The Deputy Manager-Engineer discussed the Collections System Monthly Report for June 2013. He reported that the Collections System crew cleaned a total of 66,025 feet of sewer pipeline and that the department completed 267 maintenance work orders which were generated in June. He stated that the department's CCTV (closed caption televised) van was in the field for 15 working days and that 25,938 feet of main sewer line was televised.

The Deputy Manager-Engineer stated that there were two sanitary sewer overflows during June. He stated that the first event was caused by root intrusion which resulted in a discharge of approximately 1,110 gallons. He noted that due to the location of the event, only 9% was recovered. The Deputy Manager-Engineer stated that the second event was a discharge of less than one gallon which was fully contained in the street. He noted that this event was determined to be a "burp" resulting from a partial obstruction in the District force main that cleared itself almost immediately.

The Deputy Manager-Engineer stated that safety performance for the Collections System department was good with a total of 150 accident-free days. He reported that staff issued two Standard Operating Procedure (SOP's) on periodic pump station checks during the month.

RECLAMATION FACILITY REPORT FOR JUNE 2013:

The Deputy Manager-Engineer presented the Reclamation Facilities report for June due to Steve Krauthem's absence. The Deputy Manager-Engineer stated that the rancher has completed harvesting hay on Site 2 and that irrigation was enabled on all sites. He noted that the rancher has moved cattle in to Sites 3 & 7. The Deputy Manager-

Engineer gave an overview of repairs that have been completed to the underground irrigation system and to the sprinkler control actuators.

The Deputy Manager-Engineer stated that approximately 35 million gallons of recycled water was used for irrigation in June.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 3:04 p.m. The next Wastewater Operations Committee meeting will be held on Tuesday, August 13th at 2:00 PM.

Respectfully submitted,

Beverly James
Manager-Engineer

Julie Swoboda, Recording