

March 19, 2012

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, March 19, 2012, at the District Office, 500 Davidson Street, Novato.

**MEMBERS PRESENT:** NSD Board Members Michael Di Giorgio and Dennis Welsh.

**STAFF PRESENT:** Beverly James, Manager-Engineer  
Sandeep Karkal, Deputy Manager-Engineer  
Steve Krauthem, Field Services Superintendent  
Tim O'Connor, Collections System Superintendent  
Julie Swoboda, Administrative Secretary  
John Bailey, Plant Manager, Veolia Water  
Lynda Rodefer, Administration, Veolia Water

**AGENDA APPROVAL:** The agenda was approved as presented.

**PUBLIC COMMENT:** No public was present.

**APPROVAL OF MINUTES:** The minutes of the February 16, 2012 Wastewater Operations Committee meeting were approved as written.

**WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR FEBRUARY 2012:**

**- Treatment Plant Performance Report, Maintenance Report and Safety & Training:**  
John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for February 2012 and discussed the treatment plant performance. He stated that there were no violations or excursions during the month. He noted that the facility discharged to the Bay for the month.

Mr. Bailey reported on the key events at the Novato Treatment Facility, the Ignacio Transfer Pump Station, and the Decant Pump Station. He reported that a noise enclosure was constructed at the #2 biofilter foul air fans. He reported on the repairs to Decant Pumps #5 and #6.

Mr. Bailey reported that Veolia continues to take Jerome Meter (H<sub>2</sub>S) readings in the Lea Drive neighborhood and within the treatment plant.

Mr. Bailey discussed safety and training for the month of February and noted that Veolia Water has been operating the treatment facility accident free for 637 days/29,047 hours. He stated that 267 work orders were closed in the month of February, which left 31 outstanding as of March 1<sup>st</sup>. Mr. Bailey discussed the plant flow charts and the energy usage for the past 12 months.

- Odor control, noise, and landscaping progress report: The Manager stated that Dr. Scofield would be present at a Board Workshop scheduled for Wednesday, March 21<sup>st</sup> to discuss possible health effects from odors. She stated that Jim Joyce will return to the District at a later date to discuss odors and air flow patterns as were referenced in his earlier report.

The Manager discussed recent complaints that the District received from the neighbors near the facility.

**COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR FEBRUARY 2012:**

Tim O'Connor, Collection System Superintendent, discussed the Collections System Monthly Report for February 2012. He stated that the Collections System spent about 68% of its time on sewer maintenance and 32% on pump station maintenance. Mr. O'Connor reported that two Level 1 Collection System Workers were recently hired.

Mr. O'Connor reported that there was one sanitary sewer overflow in February which resulted in a small spill of 26 gallons, all of which was recovered. He stated that the spill was due to root intrusion.

Mr. O'Connor reported that the Collections System crews cleaned a total of 62,736 feet of sewer pipeline in the month of February and completed 304 maintenance work orders. Mr. O'Connor discussed pump station maintenance and noted that approximately 270 lift station inspections were conducted during February.

**RECYCLED WATER FACILITY OPERATION:**

The Manager stated that the project is proceeding on schedule. She commented that the District will be requesting a proposal to operate the Recycled Water Facility from Veolia Water.

**ADJOURNMENT:** There being no further business to come before the Committee, the meeting adjourned at 2:25 p.m.

Respectfully submitted,

Beverly B. James  
Secretary

Julie Swoboda, Recording