

April 8, 2013

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, April 8, 2013, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Michael Di Giorgio, Members William C. Long, Jean Mariani, Jerry Peters, and Dennis Welsh.

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James, Deputy Manager-Engineer Sandeep Karkal and Administrative Secretary Julie Swoboda.

ALSO PRESENT: John Bailey, Project Manager, Veolia Water
John O'Hare, Veolia Water
Brant Miller, Novato resident
Bob Guinan, Novato resident
Joe Carlomagno, Novato resident

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as written.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

Consider approval of minutes of the March 11, 2013 meeting.

On motion of Member Peters, seconded by Member Long, and carried unanimously, the minutes of the March 11, 2013 Board meeting were approved.

CONSENT CALENDAR:

On motion of Member Mariani, seconded by Member Peters and carried unanimously, the following Consent Calendar item was approved:

- a. Approval of regular disbursements in the amount of \$215,771.15 and project account disbursements in the amount of \$56,895.03. Ratification of March regular disbursements in the amount of \$95,066.18, March project account disbursements in the amount of \$347,670.86, March payroll and payroll related disbursements in the amount of \$235,103.32, and March Board fees in the amount of \$2,629.60.

COMMITTEE REPORTS:

- Receive Wastewater Operations Committee report for February 2013: The Deputy Manager-Engineer stated that the Committee met on March 18th at the District office. John Bailey, Project Manager, Veolia Water, summarized Veolia's Operations report, noting that the treatment facility performed well during the month of February and that water quality performance was excellent. He reviewed the routine operations and maintenance reports for the Novato and Ignacio facilities.

The Deputy Manager-Engineer gave an overview of the Collections and Reclamation reports for February 2013.

The Manager gave a report on odor control and landscaping. She noted that the District has contacted Cagwin and Dorward to control the weeds on the outside of the fence. She stated that in regards to the noise issue, the District perceives that the noise is coming from a blower and that the District's Field Services Superintendent plans on building a permanent structure at that location to conceal the blower noise.

Resident Bob Guinan asked for a status update on the final phase of the landscaping process. The Manager stated that the possibility of installing a berm seems unlikely and that the immediate concern is weed control. She noted that the District intends to get a master plan for the odor control issue.

Resident Joe Carlomagno requested the Manager give a report of the conference she attended in regards to odor control procedures. The Manager gave an overview of her attendance at the IWA Specialized Conference on Odors and Air Emissions jointly held with the conference on Biofiltration for Air Pollution Control on March 4th and 5th. She stated that available devices which identify atmospheric odors are around \$100,000 and noted that the District prefers to allocate funds for odor resolution instead of odor identification.

NORTH BAY WATER REUSE AUTHORITY:

- Consider authorizing Board President to submit comments on 2013 Water Recycling Act legislation: The Manager stated that the California Water Reuse Association has been working with Assembly Member Hueso on a new Water Recycling Act. She noted that staff has reviewed the proposed legislation and agrees that it will help in the implementation and operation of recycled water projects. She requested the Board authorize President Di Giorgio to submit comments on the legislation.

On motion of Member Peters, seconded by Member Long and carried unanimously, the Board authorized President Di Giorgio to submit comments on the 2013 Water Recycling Act legislation as provided in sample letter dated April 4th.

COLLECTION SYSTEM IMPROVEMENT, PROJECT 72706:

- Consider making CEQA findings, approving plans and specifications, and authorizing advertising for bids for the Olive Street Pump Station Force Main Rehabilitation Project. The Deputy Manager-Engineer stated that Nute Engineering had completed the plans and specifications for the Olive Street project and that it was ready for bid. He discussed the project specifications and noted that the engineer's estimate was \$840,000. He stated that bids are expected to be received on May 1st.

On motion of Member Peters, seconded by Member Mariani and carried unanimously, the Board made CEQA findings, approved the plans and specifications and authorized advertising for bids for the Olive Street Pump Station Force Main Rehabilitation Project No. 72706.

ADMINISTRATION:

- Consider approval of the 2013-15 budget schedule. The Manager outlined the schedule for approval of the preliminary and final budget, appropriations limit and sewer service charges. She noted that the budget schedule is very similar to that of schedules in the past.

*On motion of Member Long, seconded by Member Peters and carried unanimously, the Board approved the **Schedule for Approval of the 2013-15 Preliminary and Final Budget, Appropriations Limit, and Sewer Service Charges.***

- Consider adoption of resolution requesting authorization to Conduct a Division of Retirement System for Medicare Coverage. The Manager stated that the District has one employee who was hired before March 31, 1986 who is excluded from Medicare taxes and who does not have the required Medicare credits. She stated that if the District does not adopt the resolution on behalf of this employee, upon retirement the District would be responsible for full health care premiums for life rather than responsible for only the Medicare Supplement premium. She requested the Board adopt the suggested resolution to allow the employee to participate in Medicare coverage.

On motion of Member Long, seconded by Member Peters and carried unanimously, the Board adopted Resolution No. 3055 adopting authorization to Conduct a Division of Retirement System for Medicare Coverage.

PRETREATMENT:

- Consider adopting a resolution providing relief on upper pH limit from pH 8.5 to pH 10.5 for The Dye Guy and setting the revised pH limits. The Deputy Manager-Engineer stated that The Dye Guy had received its discharge permit renewal on April 1, 2013 and has since requested continuing relief on the upper limit value from 8.5 pH to 10.5 pH.

He stated that the Board has previously authorized such relief for this business as it requires annual renewal and recommends the Board approve the upper pH limit.

On motion of Member Long, seconded by Member Peters and carried unanimously, the Board adopted Resolution No. 3056: A Resolution Approving Relief on pH Limits, and Setting Revised pH Limits and Time Limitations for Dye Guy, 46 Digital Dr., #3, Novato.

STAFF REPORTS:

- Medium Treatment Plant of the Year award. The Manager was pleased to announce that Veolia Water earned first place in the Municipal Operational Excellence (OpEx) Medium Plant of the Year Award for their operation of the Novato Sanitary District facility out of a field of more than 300 water and wastewater projects. John Bailey, Veolia Water, presented a commemorative plaque to President Di Giorgio to display at the District. He stated that a press release would be forthcoming.

- Local Agency Formation Commission (LAFCO) 2013-14 Budget. The Manager discussed LAFCO's budget for FY 2013-14 and noted that the District's contribution increased from \$8,967 to \$10,178.

- Water/Wastewater Leadership Center Utility Management Course. The Deputy Manager-Engineer discussed his attendance at the Water and Wastewater Leadership Management Course which took place in Chapel Hill, North Carolina from February 24 - March 8, 2013. He gave a Powerpoint presentation of the program highlights and stated that the course was very edifying and beneficial.

BOARD MEMBER REPORTS:

- Member Long discussed his attendance at the North Bay Water Reuse Authority (NBWRA) meeting which was held on March 25th. He stated that the third revised Memorandum of Understanding (MOU) is being submitted to all eleven agencies for their signatures. He noted that Member Peters was also in attendance.

- The Manager stated that she attended the North Bay Watershed Association meeting as the alternate in place of Board President Di Giorgio who was unable to attend. She noted that the in-progress Hydraulic Modeling project was reviewed as well as on-going watershed activities. She stated that the FY 2013-14 budget was also discussed.

- Member Long discussed his attendance at an Environmental Forum of Marin (EFM) lecture on the topic of Zero Waste which took place in San Rafael. He stated that the guest speaker discussed pharmaceutical take back programs.

MANAGER'S ANNOUNCEMENTS:

- The North Bay Water Reuse Authority (NBWRA) will hold a Phase 2 Workshop on April 15th at 9:30 AM at the Novato City Hall.
- The North Bay Watershed Association (NBWA) will hold a "Cost of Compliance" forum on April 18th at 10:00 AM at the Novato City Hall.
- The California Special Districts Association (CSDA) will hold their annual convention, Special Districts Legislative Days, on May 14th and 15th at the Sacramento Convention Center.
- The California Association of Sanitation Agencies (CASA) will hold their Spring Conference from April 24th– 26th in Newport Beach.
- The Wastewater Operations Committee (WWOC) will hold their next meeting on Monday, April 15th at 2:00 PM at the District office.
- The next Board Meeting will be held on Monday, April 22nd at 5:00 p.m.

ADJOURNMENT: There being no further business to come before the Board, President Di Giorgio adjourned the meeting at 8:22 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Swoboda, Recording