

November 19, 2012

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, November 19, 2012, 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  
Steve Krauthem, Field Services Superintendent  
Julie Swoboda, Administrative Secretary  
John Bailey, Plant Manager, Veolia Water

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

**PUBLIC COMMENT:** None.

**APPROVAL OF MEETING RECORD:** The record of the October 15, 2012 Wastewater Operations Committee meeting was accepted as written. No minutes were prepared because a quorum was not present for the October 15<sup>th</sup> meeting.

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

- **Treatment Plant Performance Report, Maintenance Report and Safety & Training:** John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for October 2012 and discussed the treatment plant performance. He stated that the treatment plant was performing very well and that there were no violations or excursions during the month.

Mr. Bailey reported on the key events at the Novato Treatment Facility and the Ignacio Transfer Pump Station. He reported that personnel from Flygt/Xylem returned and installed two repaired influent pumps. Mr. Bailey stated that California Diesel performed the annual service maintenance on the emergency generators and that Telstar performed the annual calibration on the flow meters. Mr. Bailey reported that Veolia continues to make routine rounds, readings and maintenance at the Ignacio Transfer Pump Station. Mr. Bailey detailed the progress of the digester cleaning at the Ignacio facility

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 October and noted that Veolia Water has been operating the treatment facility accident free for 882 days/39,690 hours. He outlined the safety and training events that Veolia employees participated in for the month of October. Mr. Bailey discussed the plant flow charts and the energy usage for the past 12 months.

Member Long requested Mr. Bailey express the *high/high treatment facility flows* on the monthly charts provided to the Committee.

- Odor control, noise, and landscaping progress report: The Manager discussed the landscaping plans, noting that the District was exploring the possibility of putting in a berm in the rear of the treatment facility. She stated that the Collections Crew cleaned a storm drain on Lea Drive because it was emitting mal-odors. After the cleaning, odor complaints did not diminish.

- Report on reconciliation of natural gas usage: The Manager discussed a contract amendment to clarify the natural gas usage attributed to the treatment facility.

- Presentation of draft Annual Report: Mr. Bailey presented to the Board a draft copy of Veolia's 2011-2012 Annual Operations and Maintenance Report. He requested the committee members review the document and return any comments to him by November 30<sup>th</sup>.

### **COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR OCTOBER 2012:**

The Deputy Manager-Engineer stated that Tim O'Connor, Collections System Superintendent, was unavailable to attend the Wastewater Operations Committee meeting. The Deputy Manager-Engineer proceeded to discuss the Collections System Monthly Report for October 2012. He reported that the crew cleaned a total of 64,226 feet of sewer pipeline in October and completed 317 maintenance work orders. He discussed pump station maintenance and noted that approximately 265 lift station inspections were conducted during October.

The Deputy Manager-Engineer discussed the District's continuing multi-year Pump Station Rehabilitation Project and gave a construction update on the Hanger Avenue pump station.

The Deputy Manager-Engineer reported that there was one sanitary sewer overflow in the month of October. He stated that 2,900 gallons of sewage was released and that two homes were affected. He noted that the overflow was a result of roots in the main line as well as prevailing wet weather conditions.

Member Long suggested the Manager draft a letter to the Collections Department acknowledging the crew's professionalism and efficiency during the last overflow event.

At 3:15 p.m. the Wastewater Operations Committee recessed for a short break.

The Committee reconvened at 3:18 p.m.

**RECLAMATION FACILITY REPORT FOR OCTOBER 2012:**

Steve Krautheim, Field Services Superintendent, stated that there were no significant changes in the irrigated parcels and that the rancher began preparing the cattle to move them off site for the winter. He stated that valves and actuators were replaced in Zones 262, 263, and 271.

Mr. Krautheim stated that 59.25 million gallons of recycled water was irrigated during the month of October. He reported that a total of 2.97 million gallons of sludge was pumped into the Dedicated Land Disposal (DLD) and 5,460 cubic yards of solids were excavated out of the lagoons and spread in the DLD this year.

**ADJOURNMENT:** There being no further business to come before the Committee, the meeting adjourned at 3:26 p.m.

Respectfully submitted,

Beverly B. James  
Manager-Engineer

Julie Swoboda, Recording