

February 16, 2012

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Thursday, February 16, 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 Krautheim, Field Services Superintendent
Tim O'Connor, Collections System Superintendent
Julie Swoboda, Administrative Secretary

AGENDA APPROVAL: Member Di Giorgio approved the agenda as presented.

PUBLIC COMMENT: No public was present.

APPROVAL OF MINUTES: Member Di Giorgio approved the minutes of the January 23, 2012 Wastewater Operations Committee meeting as written.

ODOR CONTROL:

- Progress report. The Manager gave details of the District's current activities to address neighborhood concerns about odors, noise, and visual impacts. She discussed the landscaping, plants, and irrigation.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR JANUARY 2012:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training: John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for January 2012 and discussed the treatment plant performance. He stated that there were no violations for the month and that the treatment facility experienced very low flows due to the dry weather.

Mr. Bailey reported on the key events at the Novato Treatment Facility, the Ignacio Transfer Pump Station, and at reclamation. He stated that the diesel fuel bulk storage tanks at the treatment facility and at the Ignacio pump station were inspected, the filters were cleaned and the fuel was polished (removed bacterial sludge and rust particles). He reported that water intrusion at the electrical vaults was pumped down.

Mr. Bailey reported that Veolia continues to take Jerome Meter (H₂S) readings in the Lea Drive neighborhood and within the treatment plant.

Mr. Bailey discussed safety and training for the month of January and noted that Veolia Water has been operating the treatment facility accident free for 608 days/27,724 hours. He stated that 236 work orders were closed in the month of January, which left only 8

outstanding as of February 1st. Mr. Bailey discussed the plant flow charts and the energy usage for the past 12 months.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE ANNUAL REPORT:

The Manager called for any comments of the Annual Report. She stated that she will take Committee member comments and prepare a presentation for the Board of Directors at their regular Board meeting on February 27th.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR JANUARY 2012:

Tim O'Connor, Collection System Superintendent, discussed the Collections System Monthly Report for January 2012. He stated that the Collections System spent about 62% of its time on sewer maintenance and 38% on pump station maintenance. He stated that during the month, there was one open position under recruitment.

Mr. O'Connor reported that there was one sanitary sewer overflow in January, the result of a contractor error. He stated that the overflow resulted in a total sewage loss of only 75 gallons but none was recovered.

Mr. O'Connor stated that the Collections System crews cleaned a total of 58,929 feet of sewer pipeline in the month of January and completed 291 maintenance work orders. Mr. O'Connor discussed pump station maintenance as well as pump station construction progress and noted that approximately 279 lift station inspections were conducted during January. He noted that Bayside, South Gate and Western Oaks pump stations have been accepted for beneficial occupancy and are in varying stages of final completion.

RECLAMATION FACILITY:

Steve Krautheim, Field Services Superintendent, gave a summary report of the Reclamation Facilities for January 2012. He reported that the irrigation strainers and flow meter at the Irrigation Pump Station were removed for service. Mr. Krautheim reported that the rancher focused on weed spraying, sprinkler repairs and fence repairs.

ADJOURNMENT: There being no further business to come before the Committee, Member Di Giorgio adjourned the meeting at 2:34 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Swoboda, Recording