

March 16, 2015

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, March 16, 2015, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: Committee Members Jerry Peters and Brant Miller.

STAFF PRESENT: Sandeep Karkal, Manager-Engineer
Steve Krautheim, Field Services Manager
Tim O'Connor, Collections System Superintendent
John Bailey, Project Manager, Veolia
Julie Swoboda, Administrative Secretary

OTHERS PRESENT: Lynda Farmery, Veolia

AGENDA APPROVAL: Approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR MARCH 2, 2015: The March 2, 2015 meeting minutes were approved as presented.

RECEIVE "DRAFT" 2014 ANNUAL OPERATIONS AND MAINTENANCE REPORT: The Manager-Engineer noted that the Draft 2014 Annual Operations and Maintenance Report was provided. He requested the Committee review and approve the report for submission to the Board at the next Regular Board meeting. Discussion followed.

Committee Members Peters and Miller stated that the Draft Report was ready for final publication and approved it for presentation to the Board of Directors at the March 23, 2015 Regular Board Meeting.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR FEBRUARY 2014:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training:
Manager Engineer Sandeep Karkal introduced Veolia Project Manager John Bailey who provided an overview of treatment plant operations for the month of February. He discussed key operations and maintenance events at the Novato facility, the Ignacio Transfer Pump Station, the Recycled Water Plant, and the Sludge Lagoons. He noted that the biofilter media at the Ignacio Pump Station was replaced, removing the sand and replacing it with a wood based media.

The Project Manager discussed training events completed in February and stated that as of February 28th, Veolia employees have been accident free for a total of 1,731 days. He discussed the training Veolia employees participated in during February. He reviewed the operations and maintenance report and stated that 0.59 million gallons of recycled water were produced.

The Project Manager stated that Jerome Meter (H₂S) readings continue to be taken within the treatment plant as well as in the Lea Drive neighborhood area and no odor notifications were received in February.

- Odor control and landscaping report: The Manager-Engineer discussed odor control related activities in February: 1) operations staff reverted the converted anoxic zones in the aeration basins back to anoxic mode in February; 2) the District continues the trial operation of the Aqua-Fog system in the vicinity of the aeration basins; 3) monitoring continues of the media in the large odor control bed between primary clarifiers #1 and #2; 4) continued addition of an oxidizing agent on an as-needed basis to the influent flow.

The Manager-Engineer stated that redwood trees have been planted in the northeast corner of the plant site and noted that the District has received some positive comments from at least one Lea Drive neighbor. He stated that staff will continue to monitor the landscaping, and evaluate the potential for additional tree plantings in this area.

COLLECTION SYSTEMS OPERATION AND MAINTENANCE REPORT FOR FEBRUARY 2015:

The Collections System Superintendent presented the Collection Systems Monthly Report for February 2015. He reported that the Collection Systems crew cleaned a total of 40,553 feet of sewer pipeline and that the department completed 198 maintenance work orders which were generated for February. He stated that the District's CCTV van (Closed Circuit TV) televised 40 line segments for 6,622 feet of production and he noted that no areas were identified as needing repairs or further evaluation. He reported on the current Collection System Projects, and outlined the specialized training that the department completed. He stated that as of February 28, 2015, the Collections Department and the District have worked accident free for a total of 1,446 days.

The Collections System Superintendent stated that there were four sanitary sewer overflows in February and he provided an overview of each incident.

RECLAMATION FACILITY REPORT FOR FEBRUARY 2015:

The Field Services Manager presented the Reclamation Facilities report for February. He stated that the rancher continued to apply weed suppressant around sprinkler heads on Parcels in the pasture areas. He stated that the contractor for the Drainage Pump Station Improvement Project continued work as the weather and conditions allowed. He noted that there were no irrigation or sludge handling activities this month.

MANAGER'S ANNOUNCEMENTS:

The Manager-Engineer stated that the next Wastewater Operations Committee (WWOC) meeting would usually be scheduled for Monday, April 20th but asked if the meeting could be postponed to Tuesday, April 21st. Committee Members Peters and Miller agreed that the next WWOC meeting would take place on Tuesday, April 21st at 2:00 p.m.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 2:45 p.m.

Respectfully submitted,

Sandeep Karkal
Manager-Engineer

Julie Swoboda, Recording