

April 21, 2015

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:30 p.m., Tuesday, April 21, 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, Planner, Veolia
John O'Hare, Pretreatment Programs Manager, Veolia

AGENDA APPROVAL: Approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR MARCH 16, 2015: The March 16, 2015 meeting minutes were approved as presented.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR MARCH 2015:

- 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 March. 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 stated that the plant ran very well with no permit violations or exceedances. He stated that no odor notifications were received in March.

The Project Manager discussed training events completed in March and stated that as of March 31st, Veolia employees have been accident free for a total of 1,762 days. He discussed the training and safety meetings Veolia employees participated in during March. He reviewed the operations and maintenance report and stated that 7.34 million gallons of recycled water were produced.

Discussion followed.

- Odor control and landscaping report: The Manager-Engineer discussed odor control related activities in March. He stated that staff continues to perform liquid phase sulfide sampling and analysis, based on recommendations from Dave McEwen of Brown and Caldwell (B&C). He noted that staff continues to monitor the large odor control bed and that it appears to be performing very well. The Manager-Engineer stated that the staff continues to work with the

District's landscaping contractor Cagwin and Dorward on vegetation at the District's fence-line on Lea Drive and at the northeast corner area of the treatment facility.

COLLECTION SYSTEMS OPERATION AND MAINTENANCE REPORT FOR MARCH 2015:

Collections System Superintendent Tim O'Connor presented the Collection Systems Monthly Report for March 2015. He reported that the Collection Systems crew cleaned a total of 74,674 feet of sewer pipeline and that the department completed 397 maintenance work orders which were generated for March. He stated that the District's CCTV van (Closed Circuit TV) televised 9 line segments for 1,795 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 March 31, 2015, the Collections Department and the District have worked accident free for a total of 1,477 days.

The Collections System Superintendent stated that staff is developing a Core Competency Checklist to use for tracking/training of employees and will be used for developing Standard Operating Procedures (SOP's). The Collections System Superintendent stated that there were three sanitary sewer overflows in March and he provided an overview of each incident.

RECLAMATION FACILITY REPORT FOR MARCH 2015:

Field Services Manager Steve Krautheim presented the Reclamation Facilities report for March. 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 completed the work in March.

The Field Services Manager discussed a leak on the Wildlife Pond Feed Pipeline and noted that staff has begun the process to locate the leak. He noted that there were no irrigation or sludge handling activities this month.

MANAGER'S ANNOUNCEMENTS:

The next WWOC meeting will be held on Monday, May 18th at 2:00 p.m.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 3:17 p.m.

Respectfully submitted,

Sandeep Karkal
Manager-Engineer

Julie Swoboda, Recording