

January 21, 2014

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Tuesday, January 21, 2014, at the District Office, 500 Davidson Street, Novato.

**MEMBERS PRESENT:** NSD Board Members William Long and Jerry Peters.

**STAFF PRESENT:** Beverly James, Manager-Engineer  
Steve Krautheim, Field Services Superintendent  
Tim O'Connor, Collections System Supervisor  
John Bailey, Project Manager, Veolia Water  
Vicki Shidell, Interim Environmental Services Supervisor  
Julie Swoboda, Administrative Secretary  
(Sandeep Karkal, Deputy Manager-Engineer, was absent)

**ALSO PRESENT:** Shilen Patel, Veolia Water  
Sachin Chawala, Veolia Water, N. CA Area Manager  
John Bailey, Plant Manager, Veolia Water

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

**PUBLIC COMMENT:** None.

**APPROVAL OF MEETING MINUTES FOR DECEMBER 16, 2013:** The December 16, 2013 minutes were approved as written.

**WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR DECEMBER 2013:**

**- Treatment Plant Performance Report, Maintenance Report and Safety & Training:**  
John Bailey, Plant Manager, Veolia Water, gave an overview of the treatment plant operations for the month of December. He stated there were no permit exceedances, violations or excursions and noted that the treatment facility and the recycled water facility continue to run very well. Mr. Bailey noted that even though December is considered a "wet season", flow continues to hold a "dry season" pattern and are below normal levels.

Mr. Bailey stated that routine rounds, readings and maintenance were performed at the Novato Treatment Facility, the Ignacio Transfer Pump Station, the Recycled Water Plant and the Sludge Lagoons. He noted that the clearance was set on the bottom rake mechanism on the Primary Clarifier #2 while the clarifier was empty for repairs. Mr. Bailey stated that a floating boom was installed on Lagoon #3 to hold back sludge from the telescoping valves and he discussed various repairs that were needed because of freeze damage.

Mr. Bailey reported that Veolia employees have been accident free for a total of 1,308 days/58,860 hours. He stated that Jerome Meter (H<sub>2</sub>S) readings continue to be taken within the treatment plant as well as in the Lea Drive neighborhood area. Mr. Bailey stated that two odor complaints were received in December. He noted that construction on the sound attenuation enclosure had been completed.

Mr. Bailey noted that 0.82 million gallons of recycled water was produced in December.

- Odor control, noise, and landscaping report: The Manager stated that Mr. Dave McEwen of Brown and Caldwell had issued some preliminary recommendations for odor control at the aeration basins and she noted that staff had begun to implement the recommendations. The Manager stated that there was some frost damage to the landscaping installed on Lea Drive, the extent yet to be determined.

- Review Contract service Agreement for Operation, Maintenance, and Management of Wastewater Treatment Facilities. The Manager stated that the Service Agreement was recently reviewed and she discussed the extensions as outlined in the agreement. She stated that the agreement provides for a six year renewal with two three-year extensions. Board Member Long asked if the agreement could be revised so that in place of the two three-year extensions, the contract will allow for a six year extension. The Manager stated that the Agreement will be brought before the Committee for review prior to the renewal date.

### **COLLECTION SYSTEMS OPERATION AND MAINTENANCE REPORT FOR DECEMBER 2013:**

Collection Systems Supervisor Tim O'Connor discussed the Collection Systems Monthly Report for December 2013. He reported that the Collection Systems crew cleaned a total of 61,944 feet of sewer pipeline and that the department completed 325 maintenance work orders which were generated in December. Mr. O'Connor stated that the Collections Department has worked accident free for a total of 334 days. He stated that the Collections department has shown consistent improvement over the prior 12 months and he reviewed graphs which outlined multi-year trends from 2008-2013.

The Collection Systems Supervisor stated that there was one sanitary system overflow on December 14<sup>th</sup> which resulted in a discharge of approximately 6,000 gallons. He stated that root intrusion was the cause and that only 3% of the discharge was recovered due to the close proximity of a storm drain.

### **RECLAMATION FACILITY REPORT FOR DECEMBER 2013:**

Field Services Superintendent Steve Krauthem presented the Reclamation Facilities report for December. He stated that the rancher had completely removed his cattle from all sites and that parcel rehabilitation was completed on all affected parcels. Mr. Krauthem stated that no irrigation or sludge disposal activities took place in December.

**ADJOURNMENT:**

There being no further business to come before the Committee, the meeting adjourned at 3:06 p.m. The next Wastewater Operations Committee meeting will be held on Tuesday, February 18, 2014.

Respectfully submitted,

Beverly James  
Manager-Engineer

Julie Swoboda, Recording