

December 15, 2014

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, December 15, 2014, 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: None.

AGENDA APPROVAL: Approved as presented.

PUBLIC COMMENT: None.

APPROVAL OF MEETING MINUTES FOR NOVEMBER 17, 2014: The November 17, 2014 meeting minutes were approved as written.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR NOVEMBER 2014:

- Treatment Plant Performance Report, Maintenance Report and Safety & Training:

Veolia Project Manager John Bailey gave an overview of treatment plant operations for the month of November and stated that there were no permit exceedances, violations or excursions. He discussed the key operations and maintenance events at the Novato facility, the Ignacio Transfer Pump Station, the Recycled Water Plant, and the Sludge Lagoons. He discussed training events completed in November and stated that as of November 30<sup>th</sup>, Veolia employees have been accident free for a total of 1,641 days / 74,830 hours. He discussed the training Veolia employees participated in during November. He reviewed the operations and maintenance report and stated that 1.34 million gallons of recycled water were produced.

The Project Manager 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 and that ten (10) odor notifications were received in November. He reviewed a diagram which illustrated where odor samples are taken within the treatment facility and within the Lea Drive neighborhood.

- Odor control, noise, and landscaping report: The Manager-Engineer stated that in November, the odor control bed between primary clarifiers #1 and #2 was topped off with additional media to enhance odor removal. He stated that after an initial acclimation and stabilization period, the media beds appear to be performing satisfactorily.

The Manager-Engineer discussed the landscaping in the northeast area of the plant site. He stated that there was only light activity in the area in November but that staff continues to work with District landscape contractor Cagwin and Dorward. He stated that depending on the weather, all of the anticipated plantings will occur in December or early January.

COLLECTION SYSTEMS OPERATION AND MAINTENANCE REPORT FOR NOVEMBER 2014:

The Collections System Superintendent gave the Collection Systems Monthly Report for November 2014. He reported that the Collection Systems crew cleaned a total of 63,279 feet of sewer pipeline and that the department completed 383 maintenance work orders which were generated in November. He stated that the District's CCTV van (Closed Circuit TV) televised 39 line segments for 5,636 feet of production and he outlined the areas identified as needing repairs or further evaluation. He reported on the current Collection System Projects and outlined the specialized training that his department completed.

The Collections System Superintendent stated that there were zero sanitary sewer overflows in the month of November. He stated that as of November 30, 2015, the Collections Department and the District have worked accident free for a total of 1,625 days.

RECLAMATION FACILITY REPORT FOR NOVEMBER 2014:

The Field Services Manager gave the Reclamation Facilities report for November. He stated that the rancher prepared to move his operation off site for the season. He stated that Pump No. 2 at Drainage Pump Station No. 7 was inspected and no problems were found. He noted that there was no irrigation or sludge handling activities in November.

ADJOURNMENT: There being no further business to come before the Committee, the meeting adjourned at 2:39 p.m. The next Wastewater Operations Committee meeting will be held on Tuesday, January 20<sup>th</sup>, 2015, as Monday, January 19<sup>th</sup> is a District holiday (Martin Luther King Day). The February 2015 meeting will be held on Tuesday, February 17<sup>th</sup>, as Monday, February 16<sup>th</sup> is a District holiday (President's Day).

Respectfully submitted,

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Sandeep Karkal  
Manager-Engineer

Julie Swoboda, Recording