

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
SAUSALITO-MARIN CITY SANITARY DISTRICT**

February 1, 2010

The regular meeting of the Sausalito-Marin City Sanitary District was held on February 1, 2010 at 7:30 p.m., in the Council Chambers, 420 Litho Street, Sausalito, California.

I. ROLL CALL

Directors Present: Arnott, Beers, Berkman, Gergus, Wohlschlaeger

Staff Present: General Manager Bob Simmons, Plant Superintendent Yoshi Uemura,
Board Secretary Joyce Krueger, Lab Director Omar Arias-Montez

Also Present: District Counsel Kent Alm, TCSD Representative Jim Jacobs, TCSD
General Manager Jon Elam, TCSD Board President Steffen Bartschat

II. A. TCSD REPORT.

B. CITY OF SAUSALITO REPORT. Todd Teachout reported that the City of Sausalito is continuing to participate in the Interagency Coordination Committee with respect to the work required under the USEPA Administrative Compliance Order. Work is continuing on the development of collection system capital projects with request for proposals being sent out in February. \$1.2M in street repairs is also planned this fiscal year.

III. CONSENT CALENDAR

A. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 4, 2010 AS MODIFIED:

M/S/C –Arnott/Gergus VOTE: Arnott, Beers, Berkman, Gergus,
Wohlschlaeger

B. APPROVAL OF MINUTES OF PERSONNEL COMMITTEE MEETING OF JANUARY 12, 2010 AS MODIFIED:

M/S/C –Arnott/Gergus VOTE: Arnott, Beers, Berkman, Gergus,
Wohlschlaeger

C. APPROVAL OF MINUTES OF SPECIAL BOARD MEETING OF JANUARY 15, 2010 AS PRESENTED:

M/S/C –Arnott/Gergus VOTE: Arnott, Beers, Berkman, Gergus,
Wohlschlaeger

D. APPROVAL OF MINUTES OF FINANCE, INSURANCE AND BUDGET COMMITTEE MEETING OF JANUARY 28, 2010 AS PRESENTED:

M/S/C – Arnott/Gergus VOTE: Arnott, Beers, Berkman, Gergus,
Wohlschlaeger

E. APPROVAL OF BILLS AND EXPENDITURES AS PRESENTED:

M/S/C – Arnott/Gergus VOTE: Arnott, Beers, Berkman, Gergus,
Wohlschlaeger

IV. GENERAL PUBLIC. None.

V. UNFINISHED BUSINESS. None

VI. NEW BUSINESS

A. TCSD LETTER DATED JANUARY 14, 2010 REQUESTING AMENDMENT OF SERVICE CONTRACT IN CONNECTION WITH THE FINANCING OF TCSD'S SHARE OF SMCSO CAPITAL CHARGES – RECEIVE PRESENTATION FROM TCSD REPRESENTATIVES. TCSD Board President Steffen Bartschat stated that he had met with new SMCSO Board President Don Beers to further discussions that had begun with past SMCSO President Norm Wohlschlaeger. A proposal was received from TCSD requesting the amendment of the service contract concerning the financing of SMCSO capital charges.

Bartschat informed the Board that TCSD had concluded its Prop 218 process to increase sewer service rates by 40% to \$1013 per household per year. He stated that TCSD was forced to increase rates to cover the higher allocated costs that it would be paying to SMCSO due to the District's increased capital costs. TCSD residents were not receptive to the increase, as was expected, and some resistance still exists.

Bartschat continued by stating that TCSD could not increase its rates beyond \$1013 and requested that the two Districts amend the current agreement and enter into a long-term financial agreement to cover TCSD's share of the capital spending. Discussion ensued about possible scenarios for the long-term financing.

Bartschat stated that TCSD sent letters to the SASM agencies requesting the purchase of excess capacities. Richardson Bay and the City of Mill Valley hold most of the excess capacities. Bartschat noted that Richardson Bay was amenable to selling their excess capacity but the City of Mill Valley was not responsive to the overtures TCSD was making. Phone calls were not being returned and Bartschat has not been able to speak with anyone or to arrange meetings with Mill Valley to discuss the purchase of their excess capacity.

SMCSO directors inquired if there was anything that they as a Board could do to offer TCSD help in making contact with Mill Valley. Bartschat replied that at this time, he would continue to pursue the current course but if Mill Valley continues to be non-responsive, TCSD would assume that it was not interested and make alternate plans.

Bartschat stated that he had suggested that the two agency's legal teams meet to draft a new amendment.

President Beers replied that he disagreed with President Bartschat regarding the idea of having the legal teams meet to draft the amendment. Beers noted that with TCSD's potential move of all or some of its flow to SASM, the District's capital requirements are unknown and policy issues need to be reviewed before the legal teams can be assigned the task of drafting the amendment. SMCSO's first step would be to move ahead with the strategic planning session and identify what the District's capital and financial needs are. Director Gergus agreed with Beers.

Simmons stated that the strategic planning sessions are being scheduled for later in the month of February.

B. LOCUST STREET PUMP STATION IMPROVEMENTS – CONSIDER AND APPROVE PRELIMINARY LAYOUT OF NEW PUMP STATION FACILITIES.

Simmons noted that the proposed improvements to the pump station include a new building to house the electrical switchgear and controls, a new underground wet well and valve and meter vaults. The rehabilitation of the entire structure would be too expensive. The recommended new wet well structure would result in significant cost savings over rehabilitation of the existing wet well structure. Key operational attributes are: 1) The new pump station wet well would not be located in the paved section of the street and therefore not subject to the need for traffic control when access is needed; 2) A submersible pump station is a modern design that would allow staff to maintain it with considerable more ease; 3) The building would be designed to house controls, electrical switchgear and toilet facilities. The standby generator is in a weatherproof enclosure and would remain outdoors. TCSD's decision regarding the moving or not of their flow to SASM does not affect the improvements planned at Locust Street because the Scotties Pump Station conveys TCSD's wet weather flow downstream of the Locust Street Pump Station.

Nute Engineering recommends that three 35 HP pumps be installed in place of their initial proposal of two 20 hp and one 35 hp pumps. The modification would accommodate the pumping of low diurnal flows in dry weather (0.25 mgd) and the high peak wet weather flows in the winter months (5.2mgd). Firm pumping capacity is provided in the design because two pumps are all that's needed to pump peak wet weather flow. The third pump is a standby unit. The old Locust Street Pump Station can be abandoned/ demolished once the new station is placed in service.

The easement acquisition is proceeding smoothly with plans being submitted to the City of Sausalito Planning Commission in February. The Board affirmed the adequacy of the layout of the new Locust Street Pump Station

C. WET WEATHER IMPROVEMENT PROJECT – AUTHORIZE AMENDMENT OF THE PROFESSIONAL SERVICES AGREEMENT WITH RMC WATER AND ENVIRONMENT FOR STRATEGIC PLANNING AND COMMUNITY OUTREACH ASSISTANCE.

Simmons reviewed the scope of services and proposed cost for amending the current professional services agreement with RMC Water and Environment to progress the Wet Weather Improvement Project. Included in the scope of services are the pilot testing of two high rate clarifiers, stress testing of the

fixed film reactors and attendance by RMC at various public meetings and workshops.

RMC proposed that the secondary treatment capacity of the plant could be increased to approximate 9 mgd with the implementation of the noted improvements. Blending would be eliminated for flows of 9 mgd or less. A 20 to 30% reduction of inflow and infiltration would be needed through the rehabilitation of the collection systems and private sewer laterals to fully eliminate the practice of wet weather blending. This represents a more reasonable target compared to a 50% reduction if secondary treatment capacity remains at 6.0 mgd. Peak wet weather flows, with TCSD flow included, could be as high as 13 -14 mgd.

Director Wohlschlaeger stated that, if the plant capacity could be increased to 9 mgd, there would still be an approximate 5 mgd that would be subject to blending.

Simmons stated that TCSD has advised the Board that it intends to purchase as much excess capacity as possible from SASM agencies and move their flow accordingly. With the clear intention of TCSD being given to the District regarding re-direction of its flow to SASM, Simmons stated that he would recommend that Board proceed based on the assumption that TCSD would be relocating some or all of its flow. The District cannot wait indefinitely for a decision that might not be forthcoming for some time. A coherent plan must be developed to present to the ratepayers as well as to the USEPA who is expecting the District's wet weather improvement plan to be submitted for approval in October 2010.

Simmons recommended that the Board approve only a portion of the scope of services to include the agency stakeholder assistance for \$31,317 and the additional flow modeling services for \$19,779 for a total of \$51,096 until such time that the Board has the opportunity to review more fully the various scenarios associated with wet weather Improvements.

- **MOTION:** Authorize execution of an Amendment No. 4 to the professional services agreement with RMC Water and Environment to Include the Agency and Stakeholder Workshops and Public Meetings in the amount of \$31,317 and Additional Flow Modeling Services in the amount of \$19,779 for a total of \$51,096.

M/S/C – Berkman/Gergus

VOTE: Arnott, Beers, Berkman, Gergus
Wohlschlaeger

- D. REPORT ON CORROSION DAMAGE IN FIXED FILM REACTOR PIPE GALLERY.** Simmons noted that staff observed corrosion in the Fixed Film Reactor (FFR) Pump Gallery on two pump suction headers. EA Services was contracted to run ultrasonic testing to measure the thickness of the pipe wall. The conclusion was that there was not a significant loss of pipe wall thickness. X-ray testing was performed to obtain more definitive information on the condition of pipe. Readings were taken at the location where staff noted delamination and found that there was a quite sufficient amount of pipe wall thickness remaining after 25 years of service. Corrosion was external rather than internal and indications were that damages were significantly less than originally thought. Staff will bring recommendations for remedial action to the Board at a future meeting.
- E. RECEIVE REPORT ON SCOTTY'S FORCE MAIN DAMAGE AND JANUARY 18, 2009 WASTEWATER SPILL.** Plant Superintendent Uemura reported that on

January 18, 2010, an estimated 34,000 gallons of stormwater diluted wastewater was spilled from Scotty's force main on Marinship and Libertyship Way. A subcontractor hired by Comcast bored through the force main when installing a communication cable. Staff had met with the contractor to locate the District's force main and gravity sewer prior to the installation of the cable.

Scotty's is a wet weather line that has not been used since the previous wet weather season. The Scotties pump first came on at 1016 hrs. The District was notified at 1133 hrs that the City of Sausalito staff was investigating a sanitary sewer overflow at the intersection of Libertyship Way and Marinship Way. District staff arrived at 1230 hrs when it was determined that the probable source was the District's Scotty's Pump Station Force Main. The Scotty's pump was turned off at 1338 hrs at which time the flow gradually stopped.

A contractor was called out to excavate the site and repair the leak. They dug up the site and removed the concrete pipe encasement and were able to place two full circle repair clamps on the leak to stop it. The repair was completed at 1900 hrs and the force main checked to ensure no leaks. With the Scotty's pump running and no observable leaking, the work was covered up with steel plates so that a more permanent repair could be addressed at a later time when flows are lower and the likelihood of using the force main are minimal.

The area of the leak was posted with signs warning of the sewage contamination danger until the area was cleaned. Lab Director, Omar Arias explained that receiving water monitoring was performed the day and a few days after the incident primarily concentrating on the storm drain that was located down the street from the spill.

The Marin County Environmental Health Department advised us that the sampling could be stopped and the signs removed after the sampling results showed no conclusive detrimental effects from the overflow in relation to the Health Department's baseline analysis of Richardson Bay. The Marin County Health Department had been doing baseline bacteriological sampling during this particular rain event and had baseline results from all around Richardson Bay prior to and after the overflow.

Director Wohlschlaeger stated that he was contacted by individuals at Joann's Copy Shop who were unhappy that the street in front of their shop had not been disinfected after the spill.

Uemura replied that a contract sewer cleaning service, Roy's Sewer Service, had been called in to vacuum the visible sewage. Noticeable sewage spill fluids and material were collected and disposed of in the nearest sanitary sewer. They also flushed the area with clean water to clean the surface areas, vacuumed that up, and deposited that water into a sanitary sewer. The trench that was excavated was also pumped out and that water was deposited of into the nearest sanitary sewer.

Director Arnott agreed with Wohlschlaeger that the business owners in the area should be contacted by the District and notified about what measures were taken after the spill to clean up the streets in front of their businesses. Beers also agreed and stated that it was important to let the individuals know that their

feedback to Wohlschlaeger was heard by responding with a letter to the business owners. Simmons replied that that the businesses would be notified.

President Beers inquired whether Simmons had spoken with the Regional Water Quality Control Board and what the potential consequences might be. Simmons replied that he had spoken with Claudia Villacorta with the RWQCB. Ms. Villacorta asked that the District modify its spill report to the RWQCB with specific language indicating that the cause of the spill was due to actions of a contractor not hired by the District and that the spill involved dilute wet weather wastewater. Earlier indications from RWQCB were that under circumstances such as these would not result in a fine being assessed.

Director Gergus stated that Comcast should be advised that compensation for damages could extend further into the future pending a definitive assessment from the RWQCB regarding a fine that may be assessed for the spill.

Simmons stated that the District is working on scheduling final repairs of the force main. Kimber Company, the City of Sausalito and the District have incurred significant costs as a result and are evaluating coordinating the submittal of respective claims. More information will be provided at the next Board meeting.

F. SELECTION OF OFFICERS AND COMMITTEES OF THE BOARD

No changes were made to the standing committees. A TCSD (Amendment of Contract) Ad Hoc Committee was formed with Ann Arnott and Don Beers as members. Bill Berkman will serve at the representative to CSRMA.

STAFF REPORT

A. GENERAL MANAGER

1. Plant Operations:

1) Superintendent Uemura indicated that the plant complied with all of its discharge requirements during the month of January; 2) Five blending events occurred during the heavy rains. Blending sampling was performed and the plant remained in compliance with its discharge limits during those events; 3) Supernatant pump lines had low angle flapper check valves installed to eliminate potential water hammer damage; 4) Roto Rooter has begun the condition assessment work for the Marin City collection system. Kevin Rahman is managing the work. Defects are being identified; 5) Pacific Infrastructure is continuing to work on the Sodium Bisulfite Building Project; 6) Calcon is working on SCADA controls for Anchor Street Pump Station.

2. Safety Program. The District completed 6 months without a loss time injury. A safety lunch will be held to recognize the employee's safe work performance.

3. EEO Report/Harassment Report. No incidents to report.

4. Odor Report. No Odor Complaints.

B. OFFICE MANAGER/BOARD SECRETARY: Secretary Krueger reported that Waldo Point harbor houseboat community first connected to the District's system in 1977. 265 connection fees were paid at a cost of \$35 per connection. In the early 1990s, a small community of 38 houseboats called the Gates Co-Operative moved into the areas of the Waldo Pt marina designated as Open Water under the Harbor's use permit and connected illegally to the District's system and have been connected every since. The District attempted to collect the fees at the time but was unable to due to numerous issues.

The rezoning effort to expand the harbor to accommodate the Gates Co-op, which began in 1993, came to fruition in 2007 when land exchanges occurred between the County of Marin, State Lands Commission, BCDC and Waldo Pt Harbor. The Land Exchange provided Waldo Point with fee title to lands under most of the existing docks and houseboats and provided the State Lands Commission with fee title to most of the open space in the marina.

With the Land Exchange, new parcels were created and many of the old parcel numbers became exempt and unbillable. The District was not able to bill the Harbor office for the 240 houseboats within Waldo Point and was forced to bill each individual houseboat separately to capture the sewer service charges.

For the last three years, Krueger has followed the progress being made to bring the Gates Co-Op into Waldo Pt. and has kept in contact with Ted Rose, the harbormaster as well as Linda Aguilar, the property manager. The work that Director Arnott began 17 years ago to collect the connection fees was finally able to be resolved this year. Assistant Engineer Kevin Rahman and Krueger met with Dan Hughes, project manager for the project to discuss fees and timelines. Gates Co-Op will begin moving their 38 houseboats into Waldo Point in 2010 and paid the District for 13 houseboats at a cost of \$6,130 per single family dwelling unit for a total of \$79,690.

C. ACCOUNTANT:

1. LAIF – Investment of Reserve Funds: The Board was informed about the LAIF report.
2. Monthly Financial Report: The Financial Report was reviewed.

VII. BOARD OF DIRECTORS – Director Beers reported that he had attended the CASA Conference in January and found the conference to be as informative as usual. Beers noted that the conference documents would be kept in the District office and interested directors were welcome to peruse the documents.

Director Arnott inquired about status of the Smart Covers for the District manholes. Simmons noted that the Smart Covers were installed and functional.

VIII ADJOURNMENT

The meeting was adjourned at 10:00 p.m., to the next regular meeting to be held on the scheduled date of March 1, 2010 at 7:30 p.m.

Secretary