



MONTHLY NEWSLETTER

October 2008

ADMINISTRATION

Monthly Budget Performance

As of September 30, the Agency has received 23.6% of budgeted revenues and incurred 24.4% of budgeted operating expenses. Asset Management capital expenses were at 11.6% of budget.

California Water Environment Association Awards

Staff nominated fellow coworkers for several CWEA Redwood Empire Section (RES) awards for 2008: Mike Gardea, Collection System Person of the Year; Jeff Boheim, Electrical Instrumentation Person of the Year; Mike Cadreau, Mechanical Technician of the Year; David Ernst, Operator of the Year; Mike Silva, Outstanding OIT of the Year; Greg Pease, Pretreatment, Pollution Prevention, and Stormwater Person of the Year; Robert Cole, Public Education Person of the Year; CMSA, Safety Plant of the Year; and the Marin County Wastewater Agencies for Public Education Program of the Year.

Each of the nominees have excelled in their prospective disciplines and deserve consideration for the awards. If they win at the local RES, they will be considered for the statewide award. State level awards will be presented at the CWEA Annual Conference in Palm Springs in April of 2009.

Financial Statements and Reporting

The Agency received a final draft of the financial statements prepared by its outside auditor, Vavrinik, Trine & Day (VTD), and findings from the internal control

audit. Finance staff will respond to VTD's comments and recommendations and submit the final FY 2007-08 financial statements to the Board for review and acceptance on November 10.

The Agency used the draft financial statements to prepare and submit the mandated Special Districts Financial Transactions Report for FY 2007-08 to the State Controller's Office. The Agency will submit the financial statement for FY 2007-08 once it has been adopted by the Board.

Retirements and Recruitments

The Administrative Assistant (AA) recruitment was completed in October with our new AA, Mary Brown, starting work on October 22. Kathy Britton, who retires October 31, has been providing Mary with extensive on-the-job training on the AA responsibilities. Kathy plans to provide as-needed AA training in the future.

Amelia Marshman retired on October 24, and recruitment for her replacement is underway; CMSA received 45 applications for the Accountant Technician position, and interviews of top candidates were held on October 28. We anticipate the new Accountant Technician starting by December 1.

We had a very nice retirement lunch for Kathy and Amelia with over 45 people attending. Many stories were told and Kathy and Amelia were presented Resolutions of Appreciation from the Board, and retirement gifts from staff. Several former employees and friends attended the luncheon—Joe Remley (ret.

GM), Ken Spray (former Finance Mgr), Doug Miller (ret. Ops supervisor), Cindy Hernandez (SRSD AA), Kathy's daughter Heidi, and Dick Lindgren, all the way from Reno (ret. Maintenance Supt).

Cost Savings Award Program

The employee focus groups, led by senior managers, have completed brainstorming sessions for the program elements. Managers are reviewing the focus groups' concepts to determine which to include in the policy development work. Staff plans to bring a draft policy to the Board in December or January. The concept is to provide a monetary award for ideas resulting in a single event or on-going cost savings to the Agency.

Personnel & Training

Finance staff attended a Verbal Judo class sponsored by California Sanitation Risk Management Authority. Finance Analyst Heidi Lang attended the annual three-day CalPERS Education Forum.

Three operators sat for the State Wastewater Operator Certification Exam on Saturday, October 4.

Four O&M employees attended the CWEA Northern Regional Safety Training Day in Woodland on October 15. The training included sessions on wastewater industry, electrical and sampling safety, as well as an FBI agent presentation on "IEDs" (bomb threats). The annual Water Environment Federation Technical Conference was held in Chicago on October 18-22 with

attendance breaking 20,000 for the first time. There were two huge showrooms with hundreds of industry equipment and service providers, and two days of workshops and three days of technical sessions. CMSA was represented by Mechanical Technologist Lead Mike Cadreau, who is also our CMMS administrator. Mike attended a workshop on Asset Management and technical sessions on maintenance and safety. With approximately 1,200 vendors on display, there was no shortage of new products and technology to investigate. Maintenance will be testing some of these new products in the coming months.

Safety Assessment

The joint safety program participants completed the consultant evaluation process and selected Du-All Safety Consulting to conduct the assessment of each organization's safety program. San Rafael Sanitation, Tiburon Sanitary, and the Sewerage Agency of Southern Marin are also participating in the assessment work. Novato Sanitary District is the contracting agency, and the assessment fee is \$49,500, or about \$6,200 per participant.

Du-All will review each agency's safety program, policies, and training records, and conduct a site tour to observe employee work habits. The findings will be compared to minimum CalOSHA requirements and programs from "best of class" utilities.

Improvement recommendations will then be prepared for each district. The objective is to bring our safety programs to the "best of class" level before hiring a new safety director.

Emergency Response

The Marin County Office of Emergency Services held "The Silver Centennial" countywide emergency exercise on October 21-23. The exercise establishes

a learning environment for stakeholders to practice emergency response plans, policies, and procedures pertaining to earthquake recovery. In a catastrophe, the County coordinates emergency communication and response with State and Federal agencies. On October 23, Safety Officer Chris Finton coordinated a tabletop exercise for CMSA's Managers and SEMS-trained staff in parallel with the County exercise.

PROJECTS

Wet Weather Improvement Project

Western Water continued to place concrete, about twice per week, over the past month and will continue concrete work on the major project structures though the winter season. The Effluent Pump Station (EPS) engine room slabs and CCT decks are being poured, the Gallery A extension walls are nearly completed and they will be backfilled soon. Work began on the new Blending Channel and the new Primary Clarifiers, and the jobsite is being winterized using wet weather Best Management Practices for runoff and sediment control.

Recent milestones include the completion of the new 66" and 72" Final Effluent pipelines, and installation of the 72" sluice gate. The change order for the EPS's fifth pumping system has been executed and the floor slab conduit installation work for the system has begun.

Outfall Dredging

Staff wrote letters to the Regional Water Board and the Bay Conservation and Development Commission outlining the upcoming internal outfall dredging and access part extension work, and requesting the agencies extend their

previous approval and permit, respectively, for this work. Staff are discussing the project with the US Army Corps of Engineers, because our previous similar work was done under a program that has since been replaced, and a new permit must be obtained. Staff are also preparing a scope of work for the access port extensions to be included in a Request for Proposals. The contract is scheduled for bidding next spring with the work to be done before the 2009 wet weather season, when the new effluent pump station comes on-line.

Outfall Improvements Project

Tidal Marine performed the third-party inspection of Underwater Resources' seal installation and crack repair work. Their inspection indicated 17 seals were installed correctly, and three seals had individual retaining bands (out of three – seven bands on each seal) that were loose. After consulting with Carollo Engineers, Underwater Resources, and Miller Pipeline (the seal manufacturer), it was determined that those three retaining bands need retightening before the contract can be considered complete. The corrective work is scheduled for November 10, and the contract will be brought to the December Board meeting for acceptance.

Facilities Expansion

The team met again to finalize the general scope of work for each project area: women's locker room, Environmental Services offices and storage, office and storage space at the Maintenance Building, and expansion of the Maintenance Annex. The square footage requirements for each element are being fine-tuned, and once they are determined, the scope

of work will be sent out in a Request for Proposals to architecture and engineering firms.

Barscreen Replacement

The change order for the procurement of the project screens, washer/compactors, control panels, and skylights has been prepared and executed. Western Water, and the equipment supplier, Waste Tech, visited the installation site to determine the equipment installation and mounting details for the equipment submittals. The submittals were delivered and are currently being reviewed by Carollo Engineers, Harris & Associates, and staff. Once approved, the equipment will be ordered and delivered to CMSA in about 4-6 months.

The intermediate design submittal has been prepared by Carollo for staff and Western Water review and comment. We anticipate completing the design assist process in late November and bringing the equipment installation change order to the Board at their December meeting.

Dewatering Optimization

Operations and Engineering staff collaborated to perform an in-house centrifuge performance study. Staff evaluated the polymer dilution, feed rate, and injection points and their impact on centrifuge dewatering performance. It appears the polymer dosage is at the optimum level for current conditions. Staff will perform a second test aimed at optimizing the centrifuge bowl speed to help reduce energy and maintenance costs without impacting centrifuge dewatering performance. Finally, the polymer dosing study will be performed again during wet weather to determine whether different sludge characteristics require different polymer dosage or feed rates.

Nitrate Station Optimization

Operations and Engineering staff performed a follow-up assessment of the Agency's nitrate stations this year, which indicated the nitrate system's chemical dosing is operating as designed. However, sulfite concentrations in influent wastewater remained higher than expected. With decreasing wastewater temperatures, the Agency reduces the chemical dosage and anticipates shutting down systems for the winter once wet weather flows begin. Staff will resume the study by next Spring when the system is restarted and dry weather flows and temperatures stabilize.

Secondary Treatment Study

The Secondary Treatment Optimization study was completed this month, when the second bio-tower was secured on October 10. Preliminary analysis of the summer operation with two bio-towers shows power savings in the secondary process as well as a reduction in solids requiring digestion and disposal. Another benefit was the reduced solids did not reduce gas production in the anaerobic digestion process.

O&M Projects

Maintenance completed the annual preventive maintenance (PM) steam cleaning of the air diffusion socks in Aeration Tanks #1 and #2; annual PM on the Water Champ, which applies hypochlorite to the plant flow for disinfection in the CCTs; and annual PM on secondary clarifier #2. The Secondary Clarifiers had a problem with the updraft tubes popping out of the rubber coupling when Operations did their regular clearing of the tubes using a plunger. As part of the annual PM, Maintenance resolved this problem by providing support for the lower tubes using 6" stainless steel

pipe hangers and cables.

Maintenance replaced 60 feet of 6" piping on the #2 Centrifuge feed pump discharge. This pipe was internally corroded and began leaking because it is in the ferric chloride mixing zone. Ferric is added to the centrifuge feed to prevent the formation of the mineral struvite on the inside of the pipe (it can completely plug 6" pipes). Ferric also works with the polymer to enhance flocculation, allowing better solids dewatering in the centrifuges.

Eaton Electrical Services completed their switchgear rehabilitation project work on Saturday, October 18. PG&E cut plant power so Eaton could safely tap into one of the main electrical buses. During this black out, electrical staff pulled the main tie breaker to add wire to a pair of contacts to monitor the breaker position on the Process Control System computer; this can be critical in emergency situations.

ENVIRONMENTAL SERVICES

NPDES Testing

The CMSA in-house laboratory testing was in compliance with permit requirements and the Agency had 100% survival of fish in the October bioassay.

Laboratory

CMSA passed all of the bacteriological performance evaluation samples that were analyzed in September. Samples are required to maintain our laboratory certification and perform testing required in our NPDES permit. The results are submitted to the Environmental Laboratory Accreditation Program (ELAP), State Water Board, and the EPA. These will complete the

required sample analyses for 2008. Congratulations to the laboratory staff for passing all the performance tests this year!

Public Outreach

The Wastewater Treatment Agencies of Marin County staffed a public education booth at the Senior Information Fair at the Marin County Civic Center. This was CMSA's first year at the event and 55 seniors took our environmental quiz. None of the seniors had taken our quiz before and a much lower percentage than normal scored 100%, making it a very informative community outreach activity.

Environmental Compliance

We have completed inspection of the 134 zero discharge facilities in the CMSA service area, as part of our Pollution Prevention Program's annual inspection requirements. These facilities perform auto repairs that have the potential to discharge material to the sanitary sewer that could pose problems for the collection system and/or treatment plant. Staff inspected the facilities to ensure they were not discharging process waste to the sanitary sewer, that they have appropriate storage of their hazardous materials, and that all floor drains discharging to the sanitary sewer are plugged. Next up are dry cleaner facilities.

Regulatory Update

Bay Area Clean Water Agencies (BACWA) is working on strategies for compliance with the Dioxin limits included in Bay Area wastewater agencies' NPDES permits. The current dioxin limits cannot be attained. Additionally, the limits are so low that modern analytical instruments cannot measure them at their permit level. CMSA's dioxin limits take effect in 10 years.

There are other areas in the United States that have performed research on dioxin compounds in the environment.

Studies look at the Bioaccumulation Equivalency Factors (BEFs), or how dioxin bioaccumulates in fish tissue and the environment. If BEFs are used to set permit limits, most of the wastewater treatment agencies will be able to comply, including CMSA. BACWA is working with the Regional Water Board to determine and integrate BEFs into NPDES permits. We hope to have positive information to report in the near future.

CONTRACT/OUTSIDE SERVICES

Las Gallinas Valley Sanitary District

LGVSD staff discovered several manholes with excessive FOG present during their October cleaning. We are reviewing which FSEs are upstream of these areas and will perform inspections to determine the condition of their GRDs. If their GRDs have more than 25% total volume comprised of FOG or solids, the FSE will be required to clean or pump the GRD. Staff will perform follow-up inspections to ensure compliance.

San Rafael Sanitation District

The last few Food Service Establishments (FSEs) are preparing installation plans or installing their Grease Removal Devices (GRDs). All FSEs are making progress and we are working closely with business owners, plumbers, and Marin County Environmental Health Services (MCEHS). One facility (Lundy's Home Cooking) installed their GRD and others are in the process of installation. Only one facility (Mezzo Mezzo) is still closed and we will work with them if they re-open. If the extended deadlines are not met, an Administrative Citation with a fine and hearing will be issued. We performed 14 compliance inspections of the permitted

FSEs in October; two of the facilities received NOV's for not cleaning their traps. The two facilities chose to clean their traps themselves in their permit application, and per the FOG program, must document the cleaning at least every 15 days. Neither facility had appropriate documentation on file.

Ross Valley Sanitary District

RVSD approved the compliance letter for 43 FSEs in the RVSD service area that are not in compliance with the FOG program. The FSEs either do not have GRDs in place or need to modify their plumbing to add drainage fixture units that are not connected to their GRDs. The installation letters require submission of plans to MCEHS within 100 days, and to the local authority for building permits, and installation of GRDs within another 100 days. After the work is completed and verified by CMSA, permits will be issued.

Sanitary District #2

Maintenance completed checks and routine maintenance (including generator checks and wet well cleaning) for all 19 pump stations.

The new Lucky Pump Station continues operating well since start up on August 27. Nute Engineering is advising SD#2 on options for emergency power for Lucky PS, since the new station voltage and wiring is different from most other stations.

E/I is establishing a repeater radio at Trinidad #1. Once the radio link tests as reliable, E/I will link to Trinidad #2, the last station without a transmitted alarm.

Maintenance completed 72 mark-ups of pump station piping required for this month's, underground services dig requests.