



## MONTHLY NEWSLETTER

November 2008

### ADMINISTRATION

#### **California Water Environment Association Awards**

Congratulations to the following staff members who won CWEA Redwood Empire Section (RES) awards for 2008: Mike Gardea - Collection Systems; Russ Turnbull - Electrical Instrumentation; Greg Pease - Pretreatment, Pollution Prevention, and Stormwater; Mike Silva - Operator-in-Training; and CMSA for facility safety.

Several staff members attended the awards banquet on November 14 in Napa. Each of the individuals excelled in their prospective disciplines and deserve their awards. All of the awards, except the OIT, which is a local Redwood Empire section award, will be considered for a statewide award. State level awards will be given out at the CWEA Annual Conference in Palm Springs in April 2009.

#### **Agency Holiday Lunch**

The Agency's holiday lunch is scheduled for Wednesday, December 17, when CMSA and RVSD staff will celebrate the holidays. The lunch is a potluck, so bring your specialty dish. Also invited are Board members, the Wet Weather Improvement Project's general contractor, Western Water, and the project's construction manager, Harris & Associates.

#### **First Rain Event**

We had more than 3" of rain over the weekend of November 1-2. On Saturday afternoon the influent flow peaked at 61 MGD (triple the dry weather peak flow). All process tanks were brought

into service and the four Aeration Process tanks were operated in series mode to maximize flow and treatment while protecting the biomass from washout.

#### **Monthly Budget Report**

As of October 31, the Agency has received 39% of budgeted revenues and incurred 32% of budgeted operating expenses. Asset Management capital expenses were at 14% of budget.

#### **Financial Reporting**

The CMSA Board accepted the Agency's FY 2008 Financial Statements at their November meeting. The FY 2008 Finance Statements are available online at [www.cmsa.us](http://www.cmsa.us) under Rates & Charges, Agency Budget.

The audited financial statements will become an integral component of the Agency's Comprehensive Annual Financial Report (CAFR). In past years, the Agency has received a Certificate of Achievement for Excellence in Financial Reporting from the Governmental Finance Officers Association (GFOA). Recognition from GFOA is highly coveted by governmental entities because it reflects the achievement of the highest standard in governmental accounting and financial reporting. The Agency's FY 2008 CAFR will be submitted to the Board for review and acceptance on December 9.

#### **Reconfiguration of Administration Work Area**

The Administrative staff has reconfigured the administration

area to enhance its functionality by: 1) removing existing modular panels so that Finance staff can better serve the public counter, 2) relocating office equipment and increasing file storage, and 3) adding one workstation for temporary staff and consultants. The Agency salvaged existing modular furnishings to create the additional workstation. The vendor installing the new modular workstation will recycle the old panels by making them available to non-profit organizations.

#### **Retirements and Recruitments**

The Finance Department has completed the recruitment for the Accountant Technician position, and has made a conditional job offer to Ms. Ahn Ta. Ms. Ta has over 22 years of payroll and accounting experience including over four years of public sector experience with the Alameda and Albany Unified School Districts. She will be starting on December 8 and will begin to work immediately on learning the Agency's payroll processes.

#### **Personnel and Training**

Two O&M employees passed probation this month. Congratulations to Mary Jo Ramey who completed one year as an Operator in Training, and to Larry Gould who completed one year as an Utility Worker.

Twenty employees attended the "Who Moved My Cheese?" class that presented strategies for successfully dealing with change. The class is part of

our ongoing leadership development training for staff.

### **Safety**

Two O&M employees completed the Confined Space Entry (CSE) awareness class, and 22 O&M employees attended CSE retrieval classes in October and November. The retrieval class was held in the plant and showed personnel how to use life lines and retrieval safety equipment.

Nineteen CMSA employees were fit tested for respirators and SCBA masks. This is a critical part of the Respiratory Fitness Safety Program, ensuring that respirators and SCBA masks will fit correctly and perform safely when used.

O&M staff conducted a follow up SEMS exercise on Earthquake preparedness, and are working on defining core responsibilities for strategic positions within our organization.

### **Odor Complaint**

Odor control and management is an important program for wastewater agencies. At CMSA, we manage odor generation on the collection side using two phase chemical injection systems, and at the treatment plant with building odor scrubbers and operating procedures to minimize odors when taking facilities out of service. We also post odor alerts on our website and more recently use odor masking agents with permanent and portable delivery systems.

On November 21, we received a rare odor complaint from a business across the freeway. For every complaint, we fill out the details on a complaint form, investigate for a specific problem or source, and inform the complainant of our findings. This time the investigation found good control of sulfides in the plant, no recent septage loads received, no

specific plant odor problems, an ongoing low tide, and wind (up to 15 mph) was blowing from the plant across the freeway.

---

## **PROJECTS**

---

### **Wet Weather Improvement Project**

Over the past month, the effluent pump station engine room floor slab was placed and concrete placement for the new primary clarifier floor slab began. The primary clarifier floor slabs and sludge hoppers will be completed in the next month, followed by construction of the new primary clarifier walls and the new primary influent channel extension.

The chlorine contact tank and effluent pump station water testing is underway, and any leaks will be identified and appropriately repaired. Once the initial water test of the CCTs and EPS is completed, the remaining excavation around them will be backfilled, the Final Effluent 36X66 manifold will be connected to the pump outlets, and the EPS engine room walls will be formed and rebar installed.

Other activities include backfilling the excavation along the east side of the new primary sludge hoppers, mounting of the new grit classifier No. 5, and installation of the pump station's forcemain manifold.

### **Outfall Dredging**

CMSA had previously accumulated solids cleaned from the interior of its Marine Outfall diffuser section three times (1994, 1997, and 2002). In order to safely accommodate flows from the new effluent pump station, the marine outfall diffuser section must be cleaned again. Staff attended the multi-agency Dredged Material

Management Office (DMMO) meeting to present the Agency's proposal for cleaning and disposal of the 500+ yards of accumulated solids.

The DMMO determined that it will not regulate removal or disposal of the solids from inside the diffuser section. That work still needs permits from various other regulatory stakeholders, and the US Army Corps of Engineers will likely need to issue a permit for the relocation of bay mud that is needed to gain access to the maintenance ports at either end of the diffuser section, which have become buried in bay mud over the last few years. The cleaning and disposal work is planned for early summer 2009.

### **Outfall Improvements Project**

Underwater Resources performed the corrective work to retighten retaining bands for three of the 20 internal seals they installed last summer. URI, Harris & Associates, and Agency staff are finalizing negotiations for additional costs resulting from unanticipated conditions at some of the joints, and for repairing the circumferential crack discovered during their work. Staff plans to bring the contract to the Board for acceptance at their December 9 meeting.

### **Facilities Expansion**

The square footage requirements are being finalized for the women's locker room improvements, Environmental Services office space additions, Maintenance office and storage space additions, and the expansion of the Maintenance Annex. The next steps will be development of a scope of work for the design services, solicitation of requests for proposals (RFPs) from engineering and architectural

firms, development of a design and construction contract, adoption by the Board, public bidding, and then award of the construction contract. We plan to select the design firm in 2009 and begin construction in 2010, after the Wet Weather Improvement Project is completed.

### **Barscreen Replacement**

The project equipment submittals have been approved and the design-assist process is coming to a close. Carollo submitted the final design-assist plans and specifications and Western Water, the WWIP general contractor, is finalizing a proposal for the installation costs, which will be considered by the Board at their December 9 meeting. Equipment installation is planned for late spring through summer 2009.

Staff has asked Carollo to provide a hydraulic analysis and equipment recommendations for an additional screen at Grit Tank #3 to prevent short-circuiting flow into that tank during high flow conditions, and for an external power connection for the screens in case of power failure at the Headworks. The current design replaces existing barscreens and does not include screening for new Grit Tank #3.

### **Cathodic Protection Survey**

Staff are preparing for the annual cathodic protection surveys for CMSA and SRSD. This annual survey includes field testing, evaluation, and adjustments of the Agency's cathodic protection systems. The systems either monitor pipelines for the onset of corrosion or protect the pipelines from corrosion using an impressed current system and sacrificial anodes.

A project RFP has been sent to several corrosion engineering firms in the Bay Area. Evaluation

of the consultants' proposals is being completed and a firm will be selected by early 2009.

### **Methane Gas Study**

The draft Methane Gas Feasibility Study has been submitted by Kennedy/Jenks and is currently being reviewed by the project team. The final Study will be completed in early January and distributed to the CMSA Board and San Rafael City Council. Kennedy/Jenks is scheduled to present the Study and its findings to the CMSA Board at their January 12 meeting and to the San Rafael City Council at their January 20 meeting.

### **O&M Projects**

After the storm on November 1, when Primary Clarifier # 4 was emptied, Maintenance found and repaired 30 feet of the bottom flight floor rail.

This month, Maintenance replaced the expansion connection and valves on the heating water feed pumps, installed new packing for #2 Centrifuge feed pump, and replaced the manual switches for the four-way valves in the outfall sample vault (bad connections in the switches were causing erroneous high dechlorination alarms).

Eaton Electrical Services submitted marked up electrical drawings to CMSA, the last deliverable for the switchgear rehabilitation contract. Over the last year, the E/I group coordinated this very difficult contract that tested and rehabilitated all the main breakers in the main plant electrical substation, including replacing five obsolete breaker frames. Eaton also completed a short circuit study (which is used to ensure breaker tripping coordination) and an Arc Flash

Study as required under new OSHA regulations. Training on Arc Flash was presented to staff to ensure their awareness and knowledge of precautions needed around this hazard.

### **Wet Weather Reliability Project**

The design engineer, CH2MHill, submitted the project's intermediate design, and met with the Agency project team to discuss review comments. The final design is scheduled to be completed in late December 2008. The design elements include an emergency dechlorination system, for use during a power outage, to ensure that final effluent is dechlorinated prior to discharge into the bay; installation of an emergency lighting system for the Agency's power generation facility; increased process control system monitoring of the emergency generator's instrumentation; and a back-up cooling water system for the emergency generator.

The final design will be brought to the Board by the February 2009 meeting for adoption, then public bidding will commence. The preliminary construction cost estimate is between \$155,000 - \$210,000.

---

## **ENVIRONMENTAL SERVICES**

---

### **NPDES Testing**

The laboratory testing performed at CMSA was in compliance with our permit requirements and we had 100% survival of the fish in our November bioassay.

### **Laboratory**

Wastewater agencies must receive state certification for NPDES testing performed internally, and provide the state

with certification documentation for any outside laboratories used for permit testing. CMSA passed our annual performance testing and our laboratory will maintain its current certification.

The outside laboratory we use for semi-annual chronic bioassay testing did not pass their certification samples. We are monitoring their second set of samples, and if they do not pass their certification, they may be suspended or put on probation requiring CMSA to use another laboratory. The chronic bioassay testing is very specialized and the only other laboratory performing the testing is in Davis.

### **Public Outreach**

The Wastewater Treatment Agencies of Marin County are sponsoring a Puppet Show called "Captain Polluto" for children in grades K - 2 for the 2008-09 school session. The puppeteers have already booked performances that will reach 1,400 students at Marin County elementary schools, and the number will continue to climb as the school year progresses.

### **Environmental Compliance**

Environmental Services staff are currently performing inspections of the 34 dry cleaner facilities as part of the annual pollution prevention program. We are examining their waste manifests to ensure that hazardous waste generated in their dry cleaning operations is being hauled away properly and chemicals are stored away from any drains.

EO Products on Koch Road in Corte Madera spilled 20 gallons of soap, and their employees hosed the concentrated soap out the door into the storm drains. Corte Madera staff worked with our staff to pump the soapy water to the sanitary sewer and clean out the storm drain system. It

took approximately ten hours of pumping to clean up the soap spill and protect the storm drain system and nearby creeks.

---

### **CONTRACT/OUTSIDE SERVICES**

---

#### **San Rafael Sanitation District**

The SRSD FOG program is going very well with nearly all of the Food Service Establishments (FSE) in compliance. There are currently three facilities that have November deadlines to install Grease Removal Devices (GRDs). We will be inspecting the facilities the first week in December to monitor their progress.

If deadlines are not met for GRD installation, an Administrative Citation with a fine will be issued. All FOG FSE inspections performed in November were in compliance with permit requirements.

#### **Las Gallinas Valley Sanitary District**

LGVSD staff are continuing to report increased FOG buildup in the sewers downstream of the Chili's restaurant. We have increased inspection frequency for the restaurant and have determined their quarterly interceptor pumping frequency may be too long. Soon, staff will meet with their manager to discuss grease recycling, proper training of staff, and kitchen maintenance in order to reduce the amount of grease discharged.

#### **Ross Valley Sanitary District**

Staff have been performing compliance inspections of the 33 facilities that have GRDs in place and working to educate FSE managers and owners about the required maintenance. Everyone has been supportive of

the program. Many of the GRDs had not been serviced in a long time and were in need of cleaning and pumping.

Several facilities that received installation letters have called with questions about installation requirements and everyone has been very cooperative. The installation letters required submission of plans to Marin County Environmental Health, the local authority for building permits, within 100 days, and installation of GRDs within another 100 days. After inspection by staff, permits will be issued.

#### **Sanitary District #2**

Maintenance completed regular checks and routine preventive maintenance, including generator checks and wet well cleaning, for the district's 19 pump stations this month.

The new Lucky Pump Station continues operating well since start up on August 27. The station designer, Nute Engineering, and Shape, the pump supplier, coordinated an emergency power test of the station using our portable generator. Everything tested well, so although the generator supplies a different voltage, it is adequate for supplying emergency power to the station.

The AT&T data line for the SD#2 pump stations failed on November 19 between the phone switch office and CMSA. CMSA staff checked stations physically on Wednesday evening and AT&T repaired the line on November 20.

Maintenance completed 49 mark-ups of pump station piping as required for this month's USA (underground services alerts).