

Agenda

Thursday, February, 21st, 2013
SASM Wastewater Treatment Plant
450 Sycamore Avenue, Mill Valley
7:00 p.m.

CALL TO ORDER AND ROLL CALL

APPROVAL OF AGENDA

PUBLIC OPEN TIME

The Public is invited to address the Board on items that do not appear on the agenda and that are within the subject matter jurisdiction of the Board. State law prohibits Board action on any item not listed on the agenda. Please avoid repetition and please limit your comments to three minutes.

CONSENT CALENDAR

The following items listed on the Consent Calendar are considered routine and are approved by a single motion without discussion. The Board President or any Board Commissioner or the public may request that any item listed under the Consent Calendar be removed and action taken separately. In the event an item is removed from the Consent Calendar, it shall be considered in its numerical order.

1. Consideration of the Minutes of the December 20, 2012 meeting.
Recommended Action: Approve the Minutes
2. Belt Filter Press replacement Project Update.
Recommended Action: Authorize the Director of Public Works to award the contract Western Waters Constructors, Inc. for the installation of the belt filter press.
3. Managers' Report: Summary of O&M activities through February, 2012.
Recommended Action: Receive report.

NEW BUSINESS

4. SASM Private Lateral Replacement Program (Cash for Sewers) Update.
Recommended Action: Direct staff to evaluate the Program modification and considerations for the Program extension through May of 2018.

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S/ADMIN/SASM/SASM BRD

SEWERAGE AGENCY OF SOUTHERN MARIN

Minutes

BOARD OF COMMISSIONERS

December 20, 2012

Call to order and roll call

President Kious called the meeting to order at 7:01 pm

Members present: Lew Kious, Gary Lion, Pedro Femenia Jim Jacobs, Einar Asbo

Others present: Staff – Jill Barnes, Jim McCann, Jeff Carson

Members of the Public: Tom Roberts, Liz Falejczyk, Mike Curran, Chris Monti, other unknown guest.

Public open time

No public comments made.

Consent Calendar

Action:

M/S Asbo/Lion and carried on a vote of 5 to 0 to 2 absent to approve the Consent Calendar as presented.

National Pollution Discharge Elimination System Program

McCann explained the new NPDES policies to the Board. Larry Walker and Associates (LWA) were hired to assist with SASM's renewal due to their great RWQCB relationship and solid track history. Liz Falejczyk and Jeff Carson attended the Water Board public hearing where our permit was adopted uncontested. Ms. Falejczyk explained the pollution prevention general requirements and other monitoring requirements for this new permit. The effluent discharge limits stay the same but nutrient monitoring is required. Carson noted that blending was allowed under this renewed permit Order effective February 1, 2013. Carson also informed the Board that Baykeepers had minor comments to the T.O. and the Water Board gave appraised remarks on SASM's progress since 2008. Commissioner Jacobs noted the good work by Staff. President Kious stated the work for this permit renewal was outstanding and staff did a great job. McCann stated this is the product of the higher standards recently requested by the Board.

Action: Received information.

Election of SASM Officers for 2013

Commissioner Jacobs nominated Kious to continue as President, Berman to continue as Vice-President, Femenia to continue as Secretary. Commissioner's Abbott, Asbo, Jacobs to return. Jacobs also motioned to acknowledge Commissioner Abbott for his service on the SASM Board.

Addendum: Commissioner Abbott was later re-elected by RBSD to serve another term on the SASM Board.

Action: M/S Kious/Femenia. And carried on a vote of 5 to 0 to 2 absent to carry out the election of officers for 2013 as shown above.

Future Agenda Items

Commissioner Jacobs noted the workplan will be postponed until the new GM is on-board and is scheduled to take place in March 2013.

Commissioners Open Time

President Kious gave a summary of highlights for 2012:

Welcomed Commissioner Einar Asbo to the SASM Board; Planning workshops have been very helpful and a good effort to streamline the meeting process and manage workload; Revenue Bond issuance was a big and joint effort to get approved; NPDES Permit reissuance was a positive accomplishment; No negative publicity for 2012, Great accomplishment!

President Kious requested an update on the GM recruitment. McCann stated three recruitments were taking place, Laboratory Analyst, Treatment Plant Operator, and SASM General Manager. The Laboratory Analyst and Treatment Plant Operator positions are close to being filled. The GM recruitment had a good response the selection is down to 4 from different backgrounds. The recruitment is moving forward for the 2nd interview in beginning of January and an offer should be made so the candidate can start mid-January.

Commissioner Jacobs wanted to know the training in place for redundancy. McCann said the training of GM tasks/ reports deadlines are all in-place for the coming GM.

Adjourn

Action: M/S Femenia/Lion and carried on a vote of 5 to 0 to 2 absent to adjourn at 7:31pm.

Sewerage Agency of Southern Marin
Agenda Explanation
February, 21st, 2013

5. SASM Annual workshop and Mission Statement Review.
Recommended Action: Schedule workshop, discuss outline and facilitator inclusion.

6. **Future Agenda Items.**
This section allows the Board to suggest possible agenda items at future meetings. No action will be taken at this time.

7. **Commissioners Open Time.**
Informational only. No actions to be taken

ADJOURNMENT

The next scheduled Board meeting is March 21st, 2013 @ 7pm.

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Item 2. Belt Filter Press replacement Project Update.

Western Waters Construction Inc. presented the lowest for the Belt Filter Press replacement contract in January 2013.

Recommended Action: Authorize the City Manager to sign the contract with Western Waters Construction Inc.



Mark Grushayev
WWT Manager

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Item 3. Manager's Report

Compliance

There were no permit violations in January and February for the reporting period.
The Annual Report on SASM Supplemental Environmental Project for 2012 – Private Lateral Replacement Program was submitted on January 11, 2013.
New NPDES permit became effective on February 1, 2013.
The Annual Self-Monitoring Report for 2012 was sent to the State on January 31, 2013.
The Annual Biosolids Report for 2012 was submitted to EPA before the deadline on February 19, 2013.

Public Education

The Joint Public Education Committee of the Wastewater Treatment Agencies of Marin County received the 2012 Public Education Award for Large Budget. We received a plaque which we will display as soon as a replacement plaque, with the correct spelling, is received.
The date has been set for Wetlands Days 2013 and communication has begun with presenters and attending teachers. They will be hosting approximately 310 students and 35 adults in the two day event.

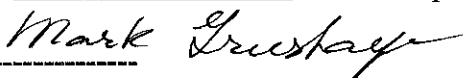
Training

Safety: all SASM fire extinguishers inspected and professionally serviced.
Operator Training: Refresher on wet weather management SOP.
Forklift certification for staff onsite.

Maintenance

In January 2013: 8 Preventive maintenance work orders were completed on plant equipment;
6 corrective work orders were completed at pump stations;
4 preventive maintenance work orders were completed at pump stations;

Recommended Action: Receive report.



Mark Grushayev, WWT Manager

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Item 4. SASM Private Lateral Replacement Program (Cash for Sewers) Update

This Program is Supplemental Environmental Project mandated by the Administrative Civil Liability No. R-2009-0026 and executed by the regional Water Quality Control Board.

SASM began this program in July of 2009. The budget for this Program was established at \$600,000 with \$190,000 projected as grants for the eligible homeowners. The budget of \$397,000 was designated as funding for sewer lateral replacement in the form of low interest loans.

As of February 2013 the over \$193,000 of grant money and \$63,000 are expended and 46 laterals are replaced.

The State established a target of replacing 200 laterals and the current deadline for the execution of the replacement Program is May of 2014.

There is a provision in the ACL for SASM to be able to request a reallocation of funds from the loans to grants and vice versa after two years from the beginning of the program, there is also a provision of requesting an extension of the program without a penalty.

Recommended Action: Direct staff to evaluate Program modification and consider requesting a Program extension through May of 2018.



Mark Grushayev
WWT Manager

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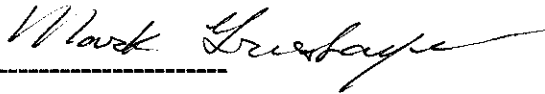
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Item 5. SASM Annual workshop and Mission Statement Review.

At the SASM Board meeting on November 15, 2012 it was decided to wait until after the recruitment of the new manager to host the workshop and to plan a workshop at the end of March 2013.

Recommended Action: Schedule the workshop; discuss the outline and inclusion of a facilitator.



Mark Grushayev
WWT Manager

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