

Agenda

Thursday, December 15, 2022
Board of Commissioners Meeting
TELECONFERENCE
5:00 pm

NOTE Consistent with provisions of the California Government Code as established by Assembly Bill AB361, this Board meeting will be held via Zoom® conferencing.

HOW TO PARTICIPATE REMOTELY

Click or enter the following website address:

<https://us02web.zoom.us/j/87419660559?pwd=Rk8vNEQ1aktyS1B0THlJaitNWctsQT09>

Or call the following telephone number: 1 669 900 6833 and enter the following meeting ID: 874 1966 0559 Passcode: 176385

Public comments for this meeting can be submitted via email to: SASM@cityofmillvalley.org. The public comment period opens when the agenda is posted online and will close two hours prior to the start of the meeting. Include your name and the item you would like to provide a written comment on. Written comments submitted will be read into the record during the Public Comment period of the Board meeting. To provide comments during the meeting: • If in the Zoom teleconference, use the “raise hand” feature. The Host will notify and unmute you when it is your turn to speak. • If on a phone, press *9 (“star + 9”), and the Host will notify and unmute you when it is your turn to speak. If you experience an issue providing comments in the meeting, please email those comments to SASM@cityofmillvalley.org

The Sewerage Agency of Southern Marin (SASM) does not discriminate against any individual with a disability. Upon request, SASM publications will be available in the appropriate format to persons with a disability. If you require assistance or accommodation to participate, please contact V. Tyler at (415)388- 2402 at least 24 hours prior to the meeting. SASM will use its best efforts to make reasonable accommodations to provide as much accessibility as possible, while still maintaining public safety.

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.

**Sewerage Agency of Southern Marin
Board of Commissioners
Agenda**

December 15, 2022

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. Teleconferencing Meeting Resolution to comply with Assembly Bill 361
Recommended Action: Adopt Resolution NO. 2022-8
2. Consideration of the Minutes of the October 20, 2022, meeting.
Recommended Action: Approve the minutes.
3. Monthly Report.
Recommended Action: Receive report.

NEW BUSINESS

4. Election of SASM Officers for 2023
Recommended Action: SASM Board to accept nominations and elect officers for 2023

Open Discussion

ADJOURNMENT

The next scheduled Board meeting is January 18, 2023 @ 5 pm

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Materials related to an item on this agenda submitted to the Sewerage Agency of Southern Marin after distribution of the agenda packet are available for public inspection at 450 Sycamore Avenue, during normal business hours. Such documents are also available on the SASM's website at: www.cityofmillvalley.org/Index.aspx?page=461 subject to staff's ability to post the documents prior to the meeting.

S/ADMIN/SASM/SASM BRD

STAFF REPORT

TO: Sewerage Agency of Southern Marin Board of Commissioners
FROM: Mark Grushayev, Wastewater Treatment Plant Director
SUBJECT: Teleconferencing Meeting Resolution 2022-8 to comply with Assembly Bill 361
DATE: December 15, 2022

ISSUE: Compliance with California Assembly Bill 361.

RECOMMENDATION: Adopt Resolution 2022-8

BACKGROUND:

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act to allow local legislative bodies to conduct meetings telephonically or by other means to slow the spread of COVID-19, in response to the COVID-19 pandemic. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which ended the provisions of Executive Order N-29-20 that authorized local legislative bodies to conduct meetings by telecommunicating, effective September 30, 2021.

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), which allows for local legislative bodies to continue conducting meetings remotely under specified conditions and includes a requirement that the governing body make specified findings. AB 361 became effective upon the expiration of Executive Order N-29-20 on October 1, 2021. AB 361 allows a local agency legislative body to hold a meeting utilizing teleconferencing without complying with the standard teleconferencing requirements if the Governor has proclaimed a State of Emergency and if state or local officials have imposed or recommended measures to promote social distancing. These conditions continue to exist as Governor Newsom’s March 4, 2020, Proclamation of Emergency related to the COVID-19 pandemic is still in effect. In addition, the Marin County Public Health Officer continues to recommend CDC guidelines on social distancing to protect the public’s health and safety.

DISCUSSION:

The attached Resolution makes the findings to validate the current conditions to allow teleconference meetings pursuant to AB 361 for the Board of Commissioners. The Resolution authorizes teleconference meetings including hybrid meetings held both via teleconference and in-person. This Resolution will allow members of the public to safely observe and participate in local government teleconference meetings during the continued pandemic.

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Resolution 2022-8
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31 If a meeting is held via teleconference, including a hybrid meeting, the following requirements
32 apply under AB 361:

- 33
- 34 1. Notices and agenda requirements remain the same under the Brown Act.
35
 - 36 2. No physical location is required for public attendance or public comment. However, the public
37 must be able to access and participate in the meeting through a call-in or an internet-based service,
38 and instructions for how to participate must appear in the posted notices or agenda.
39
 - 40 3. Teleconference meetings must protect the statutory and constitutional rights of the parties and
41 the public.
42
 - 43 4. If there is any disruption of the call-in or internet-based service, the agency must suspend the
44 meeting until the problem is corrected.
45
 - 46 5. Legislative bodies may allow public comments to be submitted prior to a meeting but must also
47 allow the public to participate in real time through call-in or internet-based service.
48
 - 49 6. If an internet-based service requires registration through a third-party, individuals can be
50 required to register with the third-party to participate in the meeting; and
51
 - 52 7. When providing a public comment period, whether after each item or during a general comment
53 period, a legislative body must allow reasonable time for members of the public to comment and
54 must also include reasonable time for members to register with a third-party host if applicable.
55

56 To continue holding remote meetings, the Board of Commissioners must continue to declare every
57 30 days that either the state of emergency continues to directly impact the ability of the members
58 to meet safely in person, or State or local officials continue to enact or recommend measures
59 endorsing social distancing.
60

61 Attachments:

- 62 1. Resolution 2022-8 Draft

RESOLUTION NO. 2022-8

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE SEWERAGE AGENCY OF SOUTHERN MARIN
FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY
CONTINUES TO IMPACT THE ABILITY TO MEET SAFELY IN PERSON
AND DECLARING THAT THE BOARD OF COMMISSIONERS
WILL CONTINUE TO MEET REMOTELY IN ORDER
TO ENSURE THE HEALTH AND SAFETY OF THE PUBLIC**

WHEREAS, the Sewerage Agency of Southern Marin (SASM) is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners and

WHEREAS, all meetings of the SASM's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the SASM's legislative body conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow local legislative bodies to conduct meetings electronically without a physical meeting place; and

WHEREAS, because of Executive Order N-29-20, staff set up Zoom teleconference meetings for all SASM Board of Commissioners meetings; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which specified that Executive Order N-29-20 would remain in effect through September 30, 2021, at which point it would expire; and

WHEREAS, since the issuance of Executive Order N-08-21, the Delta variant has emerged, causing a spike in COVID-19 cases throughout the state; and

WHEREAS, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the Marin County Director of Health and Human Services, the California Department of Public Health, and the Department of Industrial Relations, have imposed or recommended measures to promote social distancing; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 into law, as urgency legislation that goes into effect on October 1, 2021, amending Government Code Section 54953 of the Brown Act to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency, provided certain conditions are met and certain findings are made; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that the Director of Health & Human Services has recommended that the County continue to emphasize social distancing to minimize the potential spread of COVID-19 during indoor, public meetings.

WHEREAS, SASM cannot maintain adequate safe social distance between members of the public, Board members and staff in their respective meeting locations; and

WHEREAS, because of the rise in cases due to the new BA variant, SASM is concerned about the health and safety of attendees, the SASM's Board of Commissioners desires to take the actions necessary to comply with AB 361 and to continue to hold its Board and committee meetings remotely.

NOW, THEREFORE, THE SASM BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

1. The Board has reconsidered the circumstances of the State of Emergency, and finds that:
 - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the Board of Commissioners and SASM staff, and members of the public to meet safely in person; and
 - b. State and local officials continue to recommend measures to promote social distancing.

2. The Board of Commissioners meetings will continue to be conducted remotely for the next 30 days in compliance with AB 361 and Government Code Section 54953(e)(2), to ensure the health and safety of the public while providing access to public meetings.

3. The Board of Commissioners will reconsider the circumstances of the State of Emergency and revisit the need to conduct meetings remotely within 30 days of the adoption of this Resolution.

REGULARLY PASSED AND ADOPTED this 20 day of December 15, 2022.

AYES:

NOES:

ABSENT:

Lew Kious, Board President

ATTEST:

Todd Gates, Secretary

SEWERAGE AGENCY OF SOUTHERN MARIN

Minutes

BOARD OF COMMISSIONERS

October 20, 2022

Teleconference

Call to order and roll call

President Lew called the meeting to order at 5:01pm

Commissioners present: Al Leibof, Jim Jacobs, Stephen Burke, Peter McIntosh

Commissioners absent: Todd Gates

Staff present: WWTP Director Mark Grushayev, City Manager Todd Cusimano, Public Works Director Andrew Poster

Members of the Public: Bonner Beuhler

Approval of Agenda

Action: : M/S Jacobs/ Burke and carried on a vote of 5 to 0 to *approve the Agenda.*

Public Open Time

There were no comments from the public.

Consent Calendar

1. Teleconferencing Meeting Resolution to comply with Assembly Bill 361.
Recommended Action: Adopt Resolution NO. 2022-7.
2. Consideration of the Minutes of the September 15, meeting.
Recommended Action: Approve the minutes.

Action: M/S Burke/Jacobs and carried on a vote of 5 to 0 to adopt Resolution 2022-7 and approve the minutes of the September 15, 2022, meeting.

New Business

1. Monthly Manager's Report.
Recommended Action: Receive report.

Mr. Grushayev said that SASM received ammonia violation notices last month and that he hopes that will go away soon. He added that the trickling filter media replacement project was completed and that should solve the problem, staff already see very good trends in improving ammonia concentration in the effluent. The second trickling filter was placed online a month ago and it takes about two to three months depending on the weather and other factors to optimize performance in that type of equipment. Biological film must develop and grow on the new media and appropriate types of bacteria must develop

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in other for the filters function well. He said that it is unfortunate that there are violations and penalties, but that staff is confident that this issue will be solved soon.

He said that the laboratory had some issues with staffing and that SASM is recruiting for the lab and that there is already a good candidate for the Lab Director position and interviews for the Lab Analyst position is in progress. He hopes that there will be new lab staff by Thanksgiving. He added that everything in operations and maintenance is performing just fine. The odor scrubber is performing well and as a result there are less complaints from the school and neighbors. He added that more additional work on odor control improvement needs to be done in the future. He reported that flows are normal for this time of the year and all equipment is performing well, including the digester that was just fixed. He added that the Capital Improvements are winding down for this construction season and that it was a very loaded with projects Summer. The electric switchgear replacement project was done over a two-year period due to supply chain issues. Now we have new switchgear equipment worth over two million dollars invested in it. Staff is currently focused on digester #2 rehabilitation project. Coating of the concrete structure is completed, and piping replacement is next. The cover is the main component of this project and is in fabrication. It will be ready by early Spring and will be delivered in segments to be welded at the plant and lifted by crane for placement on top of the digester. He added that the plant will be in very good shape when that is completed.

He said that SASM is anticipating a quiet Winter in terms of construction and that staff is preparing the plant and pump stations for the wet weather, which is the main focus. We are making sure our generators are ready for any power outages and that the equipment is tested and pump capacity is ready for Winter because that is needed more during Wintertime.

President Kious thanked Mr. Grushayev and asked the Board if anyone had any questions or comments about the Manager's Report.

Commissioner McIntosh asked if the high levels of ammonia are due to the dilution of the influent, meaning the more water, the less ammonia and because there is less fluid going into the system, there is more ammonia.

Mr. Grushayev answered not in our case, but that it is correct about the volume of flow impact on ammonia concentrations. He explained that the ammonia is removed by the trickling filter and since the trickling filter was down, there was not enough ammonia removal capacity.

Commissioner Jacobs congratulated Mr. Grushayev on two big milestones: getting the second trickling filter working given the difficulties, including the litigation, and lowering the number of odor complaints from the school and neighbors. He added that he appreciated those efforts.

Mr. Grushayev said that about the litigation he can only share what is public, which is that there is a court date for October next year and that he hopes to engage in meaningful conversation with the other party between now and then.

Commissioner Jacobs reiterated that the proof of the success of the new trickling filter is an indication that what is being done now works, whereas what was done before did not work.

Mr. Grushayev agreed.

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Public Comments

There were no comments from the public.

Commissioners Open Time

There were no comments from Board members.

Adjourn

Action: M/S Mcintosh/Burke and carried on a vote of 5 to 0 that the meeting be adjourned at 5:40 pm.

The next scheduled meeting of the SASM Board is November 17, 2022, at 5:00 pm (to be confirmed).

STAFF REPORT

TO: Sewerage Agency of Southern Marin Board Commissioners

FROM: Mark Grushayev, Wastewater Treatment Plant Director

SUBJECT: Monthly Report

DATE: December 15, 2022

ISSUE: Summary of operation and maintenance activities for November, 2022.

RECOMMENDATION: Receive report.

Compliance

- There were no NPDES limits exceedances in November.
- In accordance with the reporting requirements stipulated in the NPDES permit, staff reviewed, certified, and submitted the Self-Monitoring Reports (SMRs) for October 2022 on November 29.

To view the Monthly and Annual Self-Monitoring Reports online, go to:

<http://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportEsmrAtGlanceServlet?inComm and=reset>

- Enter an Agency Name: Sewerage Agency of Southern Marin
- Select a reporting year: 2022
- Select Run Report

Regulatory or Public Issues:

- Sanitary Sewer Overflows: None
- BAAQMD violations: None
- Unauthorized discharge: None

Laboratory

- Elena Knuutti, the new Lab Director started on November 16. With over 10 years of experience in a laboratory environment, she is excited to work with our team and looks forward to bringing the SASM laboratory up to The NELAC Institute (TNI) new standards.
- The City of Mill Valley has also made an offer to fill the vacant Laboratory Analyst position and we anticipate a start date in late December.
- As a service for the City of Mill Valley Recreation Department, SASM laboratory coordinated the water quality analysis of the pool & spa monthly samples collected on November 8 by an outside laboratory. Samples were analyzed for total coliforms, P. aeruginosa, and heterotrophic bacteria. The analytical report was provided to the City on November 18.

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- 31 • As a monthly plant process check, sludge profile samples were collected on November 2. The
32 samples included digester #1, gravity thickener, filtrate, and cake. All samples were analyzed
33 for total solids and volatile solids, while the digester samples were further analyzed for pH,
34 alkalinity, and volatile acids.
- 35 • Analysis results have been received from the contract laboratory and the results indicate that
36 SASM effluent complied with the Ammonia limits in November 2022.
- 37 • As part of the accreditation process for the ELAP certificate in 2023, an assessment has been
38 scheduled by an ELAP-approved third party assessor on December 13 and 14, 2022.

39
40 **Operation and Maintenance**

41 In November 2022, operations and maintenance personnel completed 176 preventive and 35
42 corrective work orders. Below is a summary of activities during the reporting period:

43 **Odor Control** – The bio-scrubber continues to work well resulting in 0.00 ppm of H₂S released
44 to the atmosphere. Carbon media in the carbon scrubber for Sludge Thickener process continues
45 to perform well.

46 **Headworks** – Flows into the plant continue to be low for this time of year, averaging about 1.7
47 MGD and totaling 51.4 million gallons.

48 **Primary Treatment** All four primary clarifiers are online and will remain online in preparation
49 for the wet weather season.

50 **Secondary Treatment** – The trickling filters remain in parallel mode as is standard operating
51 procedure during the wet weather season. The ammonia levels in the final effluent kept well within
52 limits for the month of November. We are confident that with the new media and continued good
53 process control, we can keep ammonia concentration levels in the plant effluent down in the single
54 digits.

55 **Secondary Clarification** – Both clarifiers are online and will remain online in preparation for the
56 wet weather season.

57 **Effluent Pumping** – An average of 96 gallons of sodium hypochlorite was used per day for
58 disinfection of our effluent that is pumped to Raccoon Strait. We lowered the chlorine residual
59 setpoint in October after completing the testing for the Enterococcus Bacteria per our NPDES
60 permit.

61 **Reclaimed Water** – The sand filter remains in operation supplying reclaimed water to the parks
62 department. We distributed 523,900 gallons to the park in November 2022. Of that, 90,900 gallons
63 was from MMWD. Staff will shut down the reclaimed water system in the next month in
64 preparation for wet weather season and will use MMWD water if needed.

65 **Sludge Digestion** – Digester #1 is still online and performing well. Digester gas continues to be
66 used in the boilers / heat exchangers to heat the digester.

67 **Call-outs** – There were no callouts in November.

68 **Sludge** – 14 bins of sludge hauled.

69 **Grit** – 1 bin of grit hauled.

70 **USA mark-outs** - 11 were processed, 7 were marked, costing a total of 13 hours labor.

71 **Training/Safety** – As of December 1, 2022, there were 3,532 days of continuous work without
72 time-lost to accidents. Staff completed the required: First Aid; CPR; AED.

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73 **CAPITAL IMPROVEMENT PROGRAM FY 2022-2023**

74 **Trickling Filter Media Replacement Project Status 100 % Complete**

75
76 **WWTP Main Switchgear Replacement 99.5% Complete**

77 The design and specifications to replace the 38-yr old 2,000-amp electrical main switchgear low
78 bid of \$1,874,091.00 was awarded to DW Nicholson on 12/29/2020. Notice to Proceed) NTP was
79 issued on 1/22/2021. The switchgear cabinet fabrication, circuit breakers, and electrical
80 components all have 7+ month fabrication and build-out process. The electrical industry is
81 experiencing material shortages, increased supply demands, plus overseas transportation and
82 coordination issues and this contract is negatively impacted because many electrical components
83 (relays, breakers, etc.) from Eaton are built overseas. Factory testing of the build-out of the new
84 switchgear occurred on 11/16/2021. All tests were performed and met performance standards. The
85 switchgear equipment delivery was received on 4/6/2022. This project required utilization of seven
86 portable generators 24/7 for two weeks to keep the WWTP fully operational during the demolition
87 of old main switchgear and installation of the new switchgear. On 7/18/22 PG&E disconnected
88 utility power. Two work crews, over a two-week period, installed the new main switchgear system.
89 This complicated task involved electronic breaker and cabinet installation, cabling, control wiring,
90 program setting, inspection, commissioning activities. The team consisted of DW Nicholson,
91 CAT-Peterson, EATON, PG&E, Pinnacle Power, Nute Engineering, Calton Electrical
92 Engineering, and SASM Staff. The switchgear start-up, commissioning testing, and PG&E's
93 utility power restoration were completed August 23 - six days ahead of schedule. Staff O&M
94 training was conducted on August 4. Final payment is pending completion of the few final punch
95 list items.

96
97 **WWTP Rehabilitation Project – Phase 1 & Phase 2 Construction is 99% Complete**

98 The first phase of the WWTP Master Plan implementation began in April 2018 and is now
99 completed. The primary goal in this initial phase is to help ensure reliable treatment of wastewater,
100 as well as compliance with regional, State, and Federal regulations. Upgrades and rehabilitation of
101 existing infrastructure are key components of this project. The following are ongoing and
102 completed work activities, including change orders:

- | | | |
|-----|---|----------------|
| 103 | • Headworks Building Belt Filter Press Room Ventilation | 100% Complete |
| 104 | • Rehabilitation of the Secondary Clarifier # 2 | 100% Complete |
| 105 | • Digester Gas Piping Replacement | 100% Complete |
| 106 | • Rehabilitation of the Secondary Clarifier #1 | 100% Complete |
| 107 | • Hypochlorite Storage and Transfer System | 100% Complete |
| 108 | • Digester Tank #1 Rehab and 50-ft Cover Replacement | 100% Complete |
| 109 | • Digester Tank #2 Rehab and 40-ft Cover Replacement | In progress |
| 110 | - Digester #2 Cleaning | 100% Complete |
| 111 | - Cover Demolition | 100% Complete |
| 112 | - Concrete repairs | In Progress |
| 113 | - Digester piping replacement | In progress |
| 114 | - Floating Cover Replacement | In fabrication |

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115 The new cover will be constructed of Stainless-Steel (Grade 316) due to its high corrosive
 116 resistance material, similar in design of Digester #1 new cover.
 117 All contracts change orders are listed in Table #1 below:
 118

TABLE #1 CHANGE ORDER TRACKER					<i>NTP is 02/02/2018 (730 days)</i>	<i>Original Contract Completion 01/31/2020</i>
<i>Rev: 11/14/2022</i>						
#	CO Type	Change Order - Activity	Status	Cost	Additional Contract Days	Additional Contract Days Total
1		COR #1 Cancelled	<i>n/a</i>	\$0	0	0
2	Value Added	Staff Parking Lot	<i>Completed</i>	\$9,099	2	2
3	Design Deficiency	H-20 Rated Hatch Install @ Headworks	<i>Completed</i>	\$8,994	2	4
4	Value Added	Primary Clarifiers #1 & #2 Coatings	<i>Completed</i>	\$235,681	5	9
5	Change-in-Site Condition	Primary Clarifiers Bay #1 & #2: Replace w/ New SS Rails and Rehab Supports	<i>Completed</i>	\$35,089	4	13
6	Change-in-Site	Headworks: Mud Valve Replacement	<i>Completed</i>	\$2,000	2	15
7	Value Added / Change-in-Site	20 work items completed under a T & M Force Account during July - Aug	<i>Completed</i>	\$19,877	3	18
8	Value added	Sandblasting and Coating of Trickling Filter #2 Influent Pipe	<i>Completed</i>	\$47,249	4	22
9	Value Added	Primary Clarifiers Bay #1 & #2: Coating of Basin Troughs and Scum Box	<i>Completed</i>	\$34,114	3	25
10	Change-in-Site	Testing, Removal, Trucking, and Landfill Disposal of 144 tons Contaminated Soil	<i>Completed</i>	\$25,244	2	27
11	Change-in-Site	Added Color to Concrete Perimeter Wall	<i>Completed</i>	\$10,398	0	27
12	Value Added	LIT Control wiring & Power	<i>Completed</i>	\$5,841	2	29

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13		COR #13 Cancelled	<i>n/a</i>	\$0	0	29
14		COR #14 Cancelled	<i>n/a</i>	\$0	0	29
15		COR #15 Cancelled	<i>n/a</i>	\$0	0	29
16	Value Added	1/4 Turn attachments to 23 plug valves	<i>Completed</i>	\$8,964	5	34
17	Change in Site	Tricking Filter #2 Base Coating (CREDIT)	<i>Completed</i>	(\$258,039)	0	34
18	Change in Site	Trickling Filter Metal Structure Repairs	<i>Completed</i>	\$102,275	14	48
19	Value Added	22 items under T&M Force Account in Sept	<i>Completed</i>	\$33,706	4	52
20	Change in Site	Trickling Filter #2 Fiberglass Media Support Beams and CIPP Liner (CREDIT)	<i>Completed</i>	(\$49,113)	0	52
21	Change in Site	DC#5 Fuel System Leak Detection Relocation	<i>Completed</i>	\$1,957	1	53
22	Value Added	Placement and compaction of 150 tons of 3/4" base rock along PW Access Road	<i>Completed</i>	\$9,585	1	54
23	Value Added	Bypassing Influent Work: Deep excavation manhole box, new tapping saddle to 22" dia force main, riser pipe, back fill, etc.	<i>Completed</i>	\$31,870	3	57
24	Value Added	12 work items completed under a T & M Force Account during Oct 2018	<i>Completed</i>	\$30,959	5	62
25	Change in Site	Headworks Roof Web Joist Modifications	<i>Completed</i>	\$10,122	1	63
26	Change in Site	Conductors, control wire, and conduit for Headworks gate H1 & H2 actuators	<i>Completed</i>	\$10,246	2	65
27	Change in Site	Ethernet switches w/ fiber ports	<i>Completed</i>	\$8,099	2	67
28	Change in Site	Grit pumps #1 & #2 pressure switches, gauges, & control wiring	<i>Completed</i>	\$12,813	1	68
29		COR #29 Cancelled		\$0	0	68
30	Change in Site	21 work items under T&M Force Account in Nov - Dec 2018	<i>Completed</i>	\$43,374	6	74

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31	Change in Site	Secondary Clarifier Base Replacement & Leveling {\$106,545 cost to 800-820007-960}	Completed	\$0	11	85
32	Change in Site	15 work items under T&M Force Account in Jan - March 2019	Completed	\$58,290	6	91
33	Value Added	Influent Pumps #1, #2, and #3 Installation	Completed	\$55,363	5	96
34	Value Added	Primary Clarifiers #3 & #4 Coatings	Completed	\$235,681	5	101
35	Value Added	Jan-May 2019 (Electrical & Coating) T&M Work	Completed	\$81,990	8	109
36	Value Added	New Local Control Panels for Grit Classifier & Conveyor System	Completed	\$28,230	4	113
37	Change in Site	Crack Injection Repairs to Digesters & Secondary Clarifiers	Completed	\$52,757	3	116
38	Change in Site	Replace 16 SS Influent Channel Stop Gates	Completed	\$142,439	5	121
39	Change in Site	Emergency Digester Gas Piping Replacement	Completed	\$72,232	5	126
40	Change in Site	Grout Injection Repairs to Stabilize TF#1 Foundation	Completed	\$72,139	2	128
41	Change in Site	Primary Clarifier #3 & #4 Three-Water Spray Piping Replacement	Completed	\$33,760	2	130
42	Change in Site	Delete Trickling Filter #2 Base Coating (CREDIT)	CREDIT	(\$258,039)	0	130
43	Change in Site	Delete Trickling Filter #1 Pipe Liner (CREDIT)	CREDIT	(\$16,746)	0	133
44	Value Added	Pista Grit Replacement	Completed	\$12,041	3	137
45	Value Added	March - September T&M Work Tasks	Completed	\$19,312	4	138
46	Value Added	Headworks Belt Conveyor Spray bar	Completed	\$6,264	1	138
47	Change in Site	COR #47 Cancelled	n/a	\$0	0	138
48	Change in Site	Reusing TF #2 existing metal structure (CREDIT)	CREDIT	(\$174,785)	0	138

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49	Change in Site	<i>Credit for unused quantities for six contract bid items (concrete repair type II, III, crack injection, etc.</i>	<i>CREDIT</i>	<i>(\$125,397)</i>	0	138
50	Value Added	<i>Delete the installation of aluminum pickets above new wall</i>	<i>CREDIT</i>	<i>(\$3,726)</i>	0	138
51	Change in Site	<i>Misc. Credits (delete butterfly valve install at R&E, 3 drain valves at PCs, and generator dual load bank load tests)</i>	<i>CREDIT</i>	<i>(\$41,281)</i>	0	138
52	Design Deficiency	<i>Installation of Above Storage Tank (AST) grounding system</i>	<i>Completed</i>	<i>\$3,360</i>	1	139
53	Value Added	<i>Influent Pumps #4 and #5 Installation</i>	<i>Completed</i>	<i>\$65,054</i>	4	143
54	Value Added	<i>Secondary Clarifier Sludge Collector Arm Metal Repairs</i>	<i>Completed</i>	<i>\$9,682</i>	2	145
55	Value Added	<i>Additional Site Paving Work</i>	<i>Completed</i>	<i>\$13,448</i>	0	145
56	Design Deficiency	<i>Headworks Ventilation Modifications</i>	<i>Completed</i>	<i>\$246,262</i>	90	235
57	Value Added	<i>Emergency Effluent Bypass Valves Replacement</i>	<i>Completed</i>	<i>\$45,553</i>	3	238
58	Design Changes	<i>(DC) #9: Harmonic Filters and DC #10 MCC-2 /MCC-4 PLC Alarms and I/O relocation</i>	<i>Completed</i>	<i>\$77,858</i>	3	241
59	Value Added	<i>Install Double-Pipe Containment Hypochlorite Transfer line</i>	<i>Completed</i>	<i>\$90,055</i>	30	271
60	Value Added	<i>Shop Bldg. Mods & Door Installations</i>	<i>Completed</i>	<i>\$18,101</i>	2	273
61	Value Added	<i>Channel Coating work after 13 isolation gates installed</i>	<i>Completed</i>	<i>\$41,200</i>	10	283

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62	Value Added	<i>Primary South Clarifier HOA & Circuit Controls</i>	<i>Completed</i>	\$7,974	2	285
63	Value Added	<i>Headwork Bldg.: Overhead LED Lighting Installation</i>	<i>Completed</i>	\$24,920	4	289
64	Value Added	<i>Genset Controls and Transformer Work</i>	<i>Completed</i>	\$30,895	2	291
65	Value Added	<i>Comms Wiring, Alarm, Low water Cut-off Repairs</i>	<i>Completed</i>	\$8,046	2	293
66	Value Added	<i>Bar screen, Compactor, and Grit Washer Local Controls Installation</i>	<i>Completed</i>	\$22,256	5	298
67	Value Added	<i>MCC-4 PLC Mods</i>	<i>Completed</i>	\$8,205	2	300
68	Value Added	Chlorine Contact Tube Improvements	<i>Completed</i>	\$18,510	5	305
69	Value Added	T&M Work: Jan-April 2020	<i>Completed</i>	\$90,953	7	312
70	Value Added	Metal Siding Install	<i>Completed</i>	\$9,421	1	313
71	Value Added	Primary Clarifiers and Digester Gas Pipe Protective Coatings	<i>Completed</i>	\$26,351	1	314
72	Value Added	Digester Gas Piping (Phase II) (\$148,794 cost from 2020 acct #)	<i>Completed</i>	\$0	14	328
73	Value Added	Secondary Clarifier Equipment Replacement (\$217,869 charge to 800-820007-960)	<i>Completed</i>	\$0	28	356
74	Value Added	Relocate Conveyor and Grit Classifier Controls	<i>Completed</i>	\$8,443	1	357

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75	Value Added	Secondary Clarifiers Weirs & Baffle Replacements (\$121,264 charge to 800-820007-960)	Completed	\$0	28	385
76	Value Added	Go-No Alarm System Lighting Retrofits	Completed	\$2,781	0	385
77		Cancelled	--	\$0	0	387
78	Value Added	Hypochlorite Tank & Transfer System Replacement (\$165,229 charge to 800-821009-960)	Completed	\$0	30	417
79	Value Added	Site Work and Asphalt Improvements (\$58,700 charged to 800-820005-960)	Completed	\$0	0	417
80	Value Added	Secondary Clarifier #1 & #2 Repairs (\$124,517 charged to 800-820007-960)	Completed	\$0	8	425
81	Value Added	Site Work and Retaining Wall (\$14,000 charge to 800-820004-960)	Completed	\$0	1	426
82	Value Added	Digester #1 Floating Roof Demolition (\$171,000 charged to 800-821010-960)	Completed	\$0	10	436
83	Value Added	Digester #1 Floating Roof Replacement (\$1,214,420 to 800-821010-960)	In Progress	\$0	262	698
84	Value Added	Digester #1 Tank Interior Coatings & Joint Seal (\$224,723 to 800-821010-960)	Completed	\$0	0	698
85	Value Added	SASM T&M Work (Nov 2020 - March 2021) (\$122,442 to 800-821009-960)	Completed	\$0	0	698
86	Value Added	Digester #1 Tank System Piping Replacement (\$101,448 to 800-821010-960)	Completed	\$0	0	698
88	Value Added	Digester Gas Piping epoxy coatings (\$43,720 to 800-821010-960)	Completed	\$0	0	698

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89	Value Added	Digester #1 Crack injection CREDIT (-\$19,687 to 800-821010-960)	Completed	\$0	0	698
90	Value Added	Tricking Filter Media #1 & #2 Replacement (\$2,173,229 to 800-818011-960)	Awarded	\$0	304	1,002
91	Value Added	Digester #1 Lid Manufacture Acceleration CREDIT (-\$20,959 to 800-821010-960)	Completed	\$0	0	1,002
92	Value Added	Trickling Filter Media Replacement (\$2,100,000 to 800-821XXX-960)	In Progress	\$0	0	1,002
93	Value Added	Digester #1 Safety Perimeter Handrail System (\$33,614 to 800-821010-960)	Completed	\$0	0	1,002
94	Value Added	Digester #1 Lid T&M (800-821010- 960)	Completed	\$0	0	1,002
95	Value Added	Demolition of Digester #2 Lid (\$178,776 to 800-82XXXX-960)	Awarded	\$0	0	1,002
96	Value Added	Digester #2 Lid Replacement (\$1,541,361 to 800-823003-960) Revised contract extension date is July 30, 2023	Pending	\$0	185	1,187
97	Value Added	Digester #2 Tank Interior Coatings (\$197,605 to 800-823003-960)	Pending	\$0	0	1,187
98	Value Added	Digester #2 Piping Replacement (\$139,689 to 800-823003-960)	Pending	\$0	0	1,187
	<u>Change Order %</u>	<u>8.96%</u>	<u>Total =</u>	<u>\$1,550,257</u>	July 30, 2023 Contract Extension	
			<i>Balance =</i>	<i>\$180,084</i>		

STAFF REPORT

TO: Sewerage Agency of Southern Marin Commissioners
FROM: Mark Grushayev, Wastewater Treatment Plant Director
SUBJECT: Election of SASM Officers for 2023
DATE: December 15, 2022

ISSUE:
Annual Election of the Officers of the Board of Commissioners.

RECOMMENDATION:
SASM Board to accept nominations and elect officers for 2022 for the following positions:
1. President
2. Vice -President
3. Secretary

BACKGROUND
Beginning in 2009, the Board has elected Officers for the coming year at the December Board meeting. Prior to that, officers were assigned on a rotational basis.

DISCUSSION
At the meeting on November 20, 2014, SASM’s Board adopted the Bylaws that outlines Commission operation, commissioner selection, and the duties. The Bylaws were amended on March 19, 2015.

The elected Officer positions are President, Vice-President, and Secretary. The following are the excerpts from the Bylaws as to the duration of the position and a description of duties for each position. This is presented so interested candidates understand the duties of each position:

Section 1. Commission and Officer Duties.

1. A President, Vice-President, and a Secretary shall be elected by the Commission from its members. The term of each office shall be one year.
2. The elected Officers shall perform directly or with approval of the Commission the following:

SASM Board: Staff Report
Election of the SASM Officers for 2023
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- 29 a. President: Sign contracts and other instruments on behalf of the agency, conduct
30 meetings and shall rule on questions of parliamentary procedure based on Robert's
31 Rules of Order, and perform other duties outlined in subsequent Sections of the
32 Agency bylaws.
33 b. Vice President: Act in the absence of the President.
34 c. Secretary: Countersign contracts and instruments on behalf of the Agency, keep
35 minutes of all Commission meetings. The Secretary will distribute such documents
36 to the Commission members and member entities upon request.
37 d. The Commission shall also designate a person to serve as the Agency's Treasurer.
38 The Treasurer shall also function as the Auditor-Controller.
39

40 On behalf of the communities SASM serves, staff would like to thank the outgoing officers for
41 their excellent service. The current Officers of the SASM Board of Commissioners are as follows:

- 42 President - Lew Kiious
43 Vice-President – Al Leibof
44 Secretary – Todd Gates
45

46 Attachment:

- 47 1. SASM Board Meeting Schedule for 2023.

Date: December 15, 2022
To: SASM Commissioners
From: Mark Grushayev
Subject: SASM Board meetings schedule for 2023

The regularly scheduled meetings for the SASM Board of Commissioners for 2023 are as follows:

January 19	July 20
February 16	August 17
March 16	September 21
April 20	October 19
May 18	November 16
June 15	December 21

All meetings begin at 7:00 p.m. in the SASM conference room at 450 Sycamore Avenue, Mill Valley.*

Note: The meeting on April 20 is the Annual Planning Session. It will begin at 6:00 p.m. Location TBD.

Agendas are mailed/e-mailed on the Friday preceding the Board meeting. Information is posted online at:
<http://www.sasmwwtp.org/>

* Per AB361 the SASM Board meets via Zoom at 5 pm until further notice

cc: Todd Cusimano
Eric Erickson
Kelsey Rogers
Andrew Poster
Bill Hansell
Johnny Tucker
Garrett Toy
Bonner Buehler
Shonn Dougherty