AGENDA

DATE: Monday, September 15, 2014

TIME: 5:30 PM

PLACE: Public Works Center (Second Floor Conference Room), 15 South Smith Street

1. Call to Order

2. Executive Session to discuss ongoing litigation with Flowserve about main lift pumps' failure

3. Approve the minutes from WPCA Meeting held on July 21, 2014 (copy included)

4. Reports:
   a. FY 13/14 and FY14/15 Revenues/Expenditures MUNIS Reports (copies to be handed out at meeting)
   b. Contract Operations Status – Annual Inspection Report (draft report previously distributed, representatives from Arcadis US Inc to attend)
   c. Discussion on the Beacon Street Sanitary Sewer Rehabilitation Project
   d. Discussion on the ongoing investigation by Norwalk Police Department
   e. Discussion on sewer use fees for accessory apartments
   f. Discussion on the Sammis Street Pump Station (report included)
   g. DPW Open House – September 27th
   h. Sewer Use Bill Appeals/Adjustments Update
      1) Appeal status
   i. Information Copies:
      1) WWTP Performance Guarantee Non-Compliance Report (copy included)
      2) OMI Monthly Operating Report – July and August 2014 (copy included)

5. Adjournment

Next WPCA Meeting: Monday, October 20, 2014
5:30 PM
Second Floor Conference Room, Public Works Center
15 South Smith Street
CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY
July 21, 2014

Attendance: Darren Oustafine, Chairman
Lewis Clark, Vice Chairman
Dave McCarthy
Mayor Rilling
James Clark
John Flynn

Staff: Hal Alvord, DPW Director
Lisa Burns, DPW Operations Director

Others: John Ahern, CH2MHill, OMI, INC
Marie Oravez
Lindsey Navagh

1. CALL TO ORDER

Chairman Oustafine called the meeting to order at 5:30PM

2. ELECTION OF OFFICERS AND SECRETARY

** MR. MCCARTHY MOVED TO NOMINATE THE CURRENT SLATE OF OFFICERS AND SECRETARY

** MOTION PASSED UNANIMOUSLY

** MR. MCCARTHY MOVED TO SUSPEND THE RULES TO TAKE THE AGENDA OUT OF ORDER

** MOTION PASSED UNANIMOUSLY

8. REPORTS

g. Sewer Use Bill Appeals/ Adjustments
1. Discussion on accessory apartments- (8 Myrtle Street letter included)
   Ms. Oravez said that as a resident she has always been charged a flat fee for a single family residence, and that she was completely surprised by the $600 fee that was imposed this year. She said that her residence has had an accessory apartment since 1996, and that a two family residence is prohibited by Planning & Zoning. She said that the Tax Assessor has three categories which are single family homes, two family homes and single family residence with an accessory
apartment. She said that the WPCA has only two categories which are single family homes and two family homes. She suggested that the WPCA create third category for a single family residence with an accessory apartment, with a much lower fee than that of a two family residence. Ms. Burns provided a background on how the WPCA based the codes. Mayor Rilling agreed that there should be a third code instituted. The Board directed staff to evaluate alternative rate structures.

3. EXECUTIVE SESSION TO DISCUSS ONGOING LITIGATION WITH FLOWSERVE ABOUT MAIN LIFT PUMPS’ FAILURE

** MR. LEWIS CLARK MOVED TO ENTER INTO EXECUTIVE SESSION  
** MOTION PASSED UNANIMOUSLY

Executive session began at 5:50PM  
Executive session ended at 6:05PM  
No action was taken.

4. APPROVE THE MINUTES FROM WPCA MEETING HELD ON JUNE 16, 2014 (COPY INCLUDED)

** MR. MCCARTHY MOVED TO APPROVE THE MINUTES  
** MOTION PASSED  
** ONE ABSTENTION- MAYOR RILLING

5. APPROVE REVISIONS TO THE SEWER USE RATES, BILLING INFORMATION & APPEALS PROCESS (COPY INCLUDED)

Ms. Burns said that the language has been updated and that a public hearing was held and there were no comments.

** MR. MCCARTHY MOVED TO APPROVE THE ITEM  
** MOTION PASSED UNANIMOUSLY

6. REPORTS

a. Introduction of Lindsey Navagh as the GIS Intern  
Ms. Burns introduced Lindsey Navagh and said she is the third GIS intern that the WPCA has had. She said that she is a recent graduate from SUNY Purchase and she is working with Steven Birney.
b. FY13/14 Revenues/Expenditures Report (MUNIS report included)
Ms. Burns said everything is tracking as expected with the exception of legal services account which is over budget. She said on the revenue side that the septic disposal fees are budgeted at $525,000 and are currently at $706,855.

c. Contract Operations Status- Annual Inspection Report (Draft to be sent out in August, Final discussion at September meeting)
Ms. Burns said that the report is normally presented in July but ARCADIS was not able to have the report for this meeting and they have apologized. She said that they will be sending the reports directly to the Board members in August and they will present it at the September meeting.

d. Discussion on Wastewater Treatment Plant Performance (copy attached)
Ms. Burns reported on the Wastewater Treatment Plant performance and said that the plant is operating above the permit requirements.

e. Discussion on the Sammis Street Pump Station (report included)
Mr. Burns reported on the progress through July 21, 2014, and said that there is a walking path detour to the pedestrian bridge.

f. Discussion on the Ely Avenue Cleaning and CCTV Project
Ms. Burns said that the contractor was able to clean and TV the line from Bouton Street to Ely Avenue which runs under the Metro-North. She said now that the work has been completed ARCADIS will advise if a new pump station is needed or if the pipe can be lined to maintain flow.

g. Sewer Use Bill Appeals/Adjustments Update
   2. Appeal Status
      Ms. Burns said that the adjustments to date are $47,535

h. Information Copies:
   1. OMI Monthly Report- June 2014 (copy included)
      Ms. Burns reported on the collections system and said that there were private lateral spills at 47 Wall Street, and Magnolia Street and the property owners will be making the repairs. She said that nitrogen fell into band “D”

   2. Contract Year 15- CPI Adjustment (copy included)
      Ms. Burns said that the CPI increase will be 1.56 percent for contract year 2015.

7. ADJOURNMENT

** MR. JAMES CLARK MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY

The meeting adjourned at 7:40PM

Respectfully Submitted,

Dilene Byrd
Norwalk WPCA

Sammis Street Pump Station
Ann Street Siphon Controls
Flood Damage Upgrade
Project WPCA 2013-1

EXECUTIVE SUMMARY
September 2014

PREPARED BY:
Nicholas E Berkun
Junior Engineer

Distribution:
Lisa Burns, PE
Ralph Kolb, PE
WPCA File
Flood Damage Upgrade Project WPCA 2013-1

EXECUTIVE SUMMARY
September 22, 2014

Construction Progress

- Ann Street Siphon
  - RTU and control panel fabrication by Aaron Associates
  - Estimated 1 week for completion after RTU and Control panel delivered onsite
    - Barry reports Delray’s estimate for week of September 25th
- Sammis Street Pump Station
  - Site maintenance
    - Continued protection of walking path, crab apple and birch trees
  - Construction progress
    - Structural steel
    - Bypass piping
    - Yard Hydrant
    - Sheet metal and top of concrete foundation
  - Upcoming work
    - Ann Street siphon controls and SCADA

Project Administration

- Sammis Street Pump Station
  - Submittals and RFI's - more notable changes to the original scope of work include:
    - Generator to be mounted to the top of the pump station slab, without additional equipment pad
    - New drywell hatch to be cast in concrete
    - Bypass pumping to be installed inside pump station
      - Minimize disturbance to foot path
      - Credit to be issued in Change Order #4
  - Potential Change Orders
    - Close up existing formed openings beneath former MCC locations
    - Clean wet well, spray epoxy liner to rehabilitate corroded concrete
    - Pave walking path
Water Pollution Control Authority for the City of Norwalk
Flood Damage Upgrade Project WPCA 2013-1

PHOTOGRAPH 1
Walkway path condition

PHOTOGRAPH 2
Structural Steel

PHOTOGRAPH 3
View of conduit

PHOTOGRAPH 4
View of conduit for controls

September 15, 2014
PHOTOGRAPH 9  Steel decking with conduit for controls

PHOTOGRAPH 10  Steel Decking with hatch

PHOTOGRAPH 11  Trench for water line

PHOTOGRAPH 12  Yard hydrant installed
July 30, 2014

Mr. Ralph Kolb, P.E.
Wastewater Systems Manager
City of Norwalk
15 South Smith St
Department of Public Works
Norwalk, CT 06855

Subject: Performance Guarantee Non-Compliance (July 2013 – June 2014)

Dear Mr. Kolb,

This is a summary of the performance guarantee non-compliance for year fourteen of the OMI’s contract with the City of Norwalk. It lists the non-compliance and the reason for the exceedances.

**JULY 2013**
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 8 mg/l
  - TSS – 10 mg/l
  - Fecal Coliform – 4/100 ml

**AUGUST 2013**
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 2 mg/l
  - TSS – 5 mg/l
  - Fecal Coliform – 3/100 ml
SEPTEMBER 2013
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 3 mg/l
  - TSS – 5 mg/l
  - Fecal Coliform – 7/100 ml

OCTOBER 2013
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 2 mg/l
  - TSS – 5 mg/l
  - Fecal Coliform – 3/100 ml

NOVEMBER 2013
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 2 mg/l
  - TSS – 4 mg/l
  - Fecal Coliform – 4/100 ml

DECEMBER 2013
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 3 mg/l
  - TSS – 4 mg/l
  - Fecal Coliform – 3/100 ml

JANUARY 2014
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: All equipment online
- Summary of Findings:
  - BOD – 5 mg/l
  - TSS – 7 mg/l
  - Fecal Coliform – 2/100 ml
FEBRUARY 2014
- Non-Compliance: BOD, TSS (Daily value and Monthly average)
- Uncontrollable Circumstances: See below
- Operational Review Findings: All equipment online
- Summary of Findings:
  2/10 - BOD – 75.1 mg/l  
  TSS – 104.0 mg/l  
  2/24 - BOD – 45.3 mg/l  
  TSS – 35.0 mg/l 
  Monthly Average:  
  BOD – 17.9 mg/l  
  TSS – 18.0 mg/l 
  The exceedances were due to cold temperatures which caused poor solids settleability and compaction and the uneven flow distribution and hydraulics of the final settling tanks.

MARCH 2014
- Non-Compliance: BOD, TSS (Daily value and Monthly average)
- Uncontrollable Circumstances: See below
- Operational Review Findings: All equipment online
- Summary of Findings:
  3/30 – BOD – 94.7 mg/l  
  3/30 – TSS – 286.0 mg/l  
  3/31 – BOD – 63.9  
  3/31 – TSS – 102.0 mg/l 
  Monthly Average:  
  BOD – 12.3 mg/l  
  TSS – 13.5 mg/l 
  The exceedances were due to heavy rain, high flow and the uneven flow distribution and hydraulics of the final settling tanks.

APRIL 2014
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: Parts of the nutrient removal and dissolved oxygen equipment off line.
- Summary of Findings:
  BOD – 6 mg/l  
  TSS – 7 mg/l  
  Fecal Coliform – 2/100 ml

MAY 2014
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: Parts of nutrient removal and dissolved oxygen equipment off line.
- Summary of Findings:
  BOD – 6 mg/l  
  TSS – 6 mg/l  
  Fecal Coliform – 2/100 ml

JUNE 2014
- Non-Compliance: None
- Uncontrollable Circumstances: None
- Operational Review Findings: Parts of the nutrient removal and dissolved oxygen equipment off line.
- Summary of Findings:
  BOD – 5 mg/l  
  TSS – 6 mg/l  
  Fecal Coliform – 6/100 m/l
Sincerely,

[Signature]

Robert Sardaro
CH2MHILL Assistant Project Manager

CC: Lisa Burns – Operations Manager, City of Norwalk
    John Ahern – CH2MHILL Project Manager
    Kevin Dahl – CH2MHILL Regional Business Manager
1 Plant Activities

A Maintenance

**Major Items Completed**
- Repaired cross collectors on primary tanks #3 and #4
- Replaced mixer #5 in aeration tank #3
- Installed 2 Imir pumps.
- Installed channel mixers #3 and #5.
- Repaired FT #2 seal
- Replaced breakers on Imir’s #1 and #3
- Repaired BFP

<table>
<thead>
<tr>
<th>Work orders</th>
<th>This Month</th>
<th>Last Month</th>
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<tbody>
<tr>
<td># of WOs completed</td>
<td>177</td>
<td>110</td>
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<tr>
<td>Ending WO backlog</td>
<td>384</td>
<td>444</td>
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</table>

B Violations

**Permit Monthly**
- Excursion - Reason
  - None

**Performance Guarantee**
- None

C Training

**Safety Tailgates**
- Manual Lift Training
- H2S Hazard Awareness Training Review Handout
- Lab Safety Training Review Handout

**Other**
- Traffic Control Training Review Handout

2 Collection Systems

A Pump Stations

**MRR Repairs/Upgrades**
- Replaced motor on pump #1 @ Shady Beach PS
- Replaced pump #2 @ Marvin Beach PS
- Replaced generator transfer switch @ Red Oak PS

B Collection System

**Spill / Overflow Reports**
- 100 gal sewage spill @ 20 Magnolia Ave, private lateral

**MRR Repairs/Upgrades**
- AJ Penna repaired 4 manhole troughs
- 42 Lenox Ave.
- 17 Elizabeth St.
- 34 Paradise St.
- 8 Saddle Rd.

<table>
<thead>
<tr>
<th>CCTV Miles</th>
<th>Cleaning Miles</th>
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<tbody>
<tr>
<td>CY06, 6/1/05-5/31/06</td>
<td>45.93</td>
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<tr>
<td>CY07, 6/1/06-5/31/07</td>
<td>9.83</td>
</tr>
<tr>
<td>CY08, 6/1/07-5/31/08</td>
<td>9.79</td>
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<tr>
<td>CY09, 6/1/08-5/31/09</td>
<td>51.97</td>
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<tr>
<td>CY10, 6/1/09-6/30/10</td>
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<tr>
<td>CY12, 7/1/11-6/30/12</td>
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<td>CY13, 7/1/12-6/30/13</td>
<td>13.96</td>
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<tr>
<td>Last Month</td>
<td>0.70</td>
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<tr>
<td>This Month</td>
<td>1.30</td>
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</tbody>
</table>
3 Personnel

A Number of Associates / Wastewater Operator Certifications

| Total Personnel | 23  |
| Operations      | 6   |
| Maintenance     | 9   |
| Collection Systems | 5  |
| Administration  | 3   |
| Turnover        | 0   |
| Certifications  | 11  |
| Class IV        | 3   |
| Class III       | 3   |
| Class II        | 2   |
| Class I         | 4   |

B Changes

None

4 Safety

OSHA Recordable Incidents

None

Lost Time Incidents

None

5 Total Nitrogen Performance

| Avg. Influent Wastewater Temp. (°C) | 21 |
| Avg. BOD Loading (lbs./day)         | 18,055 |
| Actual TN Performance (lbs./day)   | 495 |
| Lookup Value (lbs./day)            | 791 |
| Actual minus Lookup (lbs./day)     | -296 |
| TN Performance Band                | D   |
| Uncontrollable Circumstances       |     |

Operational Review Findings

SOP Status

Inventory at targets.

Description of Ranges/Bands

Expected Operating Range

- Actual TN (aTN), Lookup Value (LV)
  - aTN between 1 to 175 lbs./day less than LV
  - aTN between LV and up to 117 lbs./day in excess of LV
  - aTN between 118 and 234 lbs./day in excess of LV
  - aTN greater than 234 lbs./day in excess of LV
  - aTN 176 lbs./day less than LV

6 Miscellaneous

Regulatory Inspections

Storm Flow Events

None

July 14 on storm flow for 2.5 hours
1. Plant Operations
   A. Major Parameters

   - Monthly average BOD (mg/l)
   - Monthly average TSS (mg/l)
   - Monthly average Fecal (#/100 ml)
   - Monthly average TN (lbs/day)
   - 12-month Rolling average TN (lbs/day)
   - Monthly average Flow MGD
1 Plant Activities

A Maintenance

Major Items Completed
- Repaired Primary Tank #1
- Repaired PLC on BFP
- Replaced belt on BFP
- Replaced Storm Tank Level/Flow Meter
- Installed Gas Detection System in Headwork's Bldg.
- Installed 2 new Flow Meters in Primary Sludge Bldg.
- Repaired Blend Tank #2

Work orders | MC
This Month | Last Month
# of WOs completed | 268 | 177
Ending WO backlog | 283 | 384

B Violations

Permit Monthly
No violations

Performance Guarantee
- 8-20-14 Fecal 118, limit is 100. Due to high nitrates

C Training

Safety Tailgates
- Trenching Safety w/quiz, Safe excavation w/quiz
- Trenching and Excavation Safety w/quiz, Myths & Facts about Seat Belt Use, Safe Driving, Seat Belts/ Mobile Devices

Other
- Make Road Safety Part of the Organizations Wellness Plan
- Completed 4 Activity Hazard Analysis

2 Collection Systems

A Pump Stations

MRR Repairs/Upgrades
- Replaced Propane Tank at Howard Ave. Installed new Generator & Transfer Switch @ Woodward Ave.
- Installed Transfer Switches @ Karen Dr. & Ft. Point
- Replaced Pump #1

B Collection System

Spill / Overflow Reports
- 8-18 Ruptured Force Main 4125 Gal. Sewage spill.

MRR Repairs/Upgrades
- AJ Penna Repaired Force Main @ Hawkins Ave.

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<td>13.96</td>
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## Personnel

**Number of Associates / Wastewater Operator Certifications**

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<tr>
<th>Category</th>
<th>Total Personnel</th>
<th>Certifications</th>
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<tr>
<td>Operations</td>
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<td>Class I 4</td>
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<td>Turnover</td>
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## Changes

None

## Safety

- **OSHA Recordable Incidents:** None
- **Lost Time Incidents:** None

## Total Nitrogen Performance

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Value</th>
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<tbody>
<tr>
<td>Avg. Influent Wastewater Temp. (°C)</td>
<td>22</td>
</tr>
<tr>
<td>Avg. BOD Loading (lbs./day)</td>
<td>19,128</td>
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<tr>
<td>Actual TN Performance (lbs./day)</td>
<td>494</td>
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<tr>
<td>Lookup Value (lbs./day)</td>
<td>772</td>
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<tr>
<td>Actual minus Lookup (lbs./day)</td>
<td>-278</td>
</tr>
<tr>
<td>TN Performance Band</td>
<td>D</td>
</tr>
<tr>
<td>Uncontrollable Circumstances</td>
<td></td>
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**Operational Review Findings**
- Inventory at targets.

**SOP Status**
- 

## Description of Ranges/Bands

**Expected Operating Range**
- **Band A:** aTN between 1 to 175 lbs./day less than LV
- **Band B:** aTN between LV and up to 117 lbs./day in excess of LV
- **Band C:** aTN between 118 and 234 lbs./day in excess of LV
- **Band D:** aTN greater than 234 lbs./day in excess of LV
- aTN 176 lbs./day less than LV

## Miscellaneous

- **Regulatory Inspections:** None
- **Storm Flow Events:** None
1. Plant Operations
   A. Major Parameters

   Monthly average
   **BOD (mg/l)**

   Monthly average
   **TSS (mg/l)**

   Monthly average
   **Fecal (#/100 ml)**

   Monthly average
   **TN (lbs/day)**

   12-month Rolling average
   **TN (lbs/day)**

   Monthly average
   **Flow MGD**