AGENDA

DATE:    Monday, July 15, 2013
TIME:    5:30 PM
PLACE:   Public Works Center (Second Floor Conference Room), 15 South Smith Street

1. Call to Order

2. Approve the minutes from WPCA Meeting held on June 17, 2013 (copy included)

3. Reports:
   a. FY12/13 Revenues/Expenditures Report (report to be handed out at meeting)
   b. WPCA Project Update:
      1) WWTP Phase I Upgrade Project Closeout Status
      2) Sammis Street Pump Station and Ann St Siphon
      3) SCADA Pump Station
      4) Beacon St Sanitary Sewershed Rehabilitation
      5) Connection Avenue CIPP Lining
      6) Ely Avenue Sanitary Sewer Evaluation
   c. Sewer Use Bill Appeals/Adjustments Update
      1) Appeal status
   d. Information Copies:
      1) OMI Monthly Operating Report – June 2013 (copy included)
      2) WPCA Contact List Update (copy included)

4. Adjournment

Next WPCA Meeting:    Monday, August 19, 2013
                      5:30 PM
                      Second Floor Conference Room, Public Works Center
                      15 South Smith Street
CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY
June 17, 2013

Attendance: Darren Oustafine, Chairman
Lewis Clark, Vice Chairman
Fred Wilms
Mark Berns
Frederika Bikakis-Hajian
Dave McCarthy
Galen Wells

Staff: Hal Alvord, DPW Director
Lisa Burns, DPW Operations Manager
Ralph Kolb, DPW Waste Systems Manager

Others: Ed Hynes

1. CALL TO ORDER

Chairman Oustafine called the meeting to order at 5:32PM

2. ELECTION OF OFFICERS

** MR. OUSTAFINE MOVED TO ACCEPT NOMINATIONS FROM THE FLOOR
** MOTION PASSED UNANIMOUSLY

** MR. MCCARTHY NOMINATED THE CURRENT SLATE OF OFFICERS (CHAIRMAN DARREN OUSTAFINE, VICE CHAIRMAN LEWIS CLARK AND RECORDING SECRETARY DILENE BYRD)
** MOTION PASSED UNANIMOUSLY

3. APPROVE THE MINUTES FROM WPCA MEETING HELD ON APRIL 15, 2013 (COPY INCLUDED)

** MR. MCCARTHY MOVED TO APPROVE THE MINUTES
** MOTION PASSED
** ONE ABSTENTION- MS. BIKAKIS-HAJIAN
Mr. Wilms arrived at 5:40PM
Ms. Wells arrived at 5:40PM

4. REPORTS

a. FY12/13 Revenues/Expenditures Report (MUNIS report included)
Mr. Kolb said overall everything is tracking well and that year to date $335,000 has been received for septage disposal fees and that $525,000 was estimated to be received. He said through April, $411,000 has been billed and with the exception of two months the annual average has been down. Mr. Alvord asked if there are any issues with the
receiving stations, Mr. Kolb said “no”. Mr. McCarthy asked how the price in Norwalk is relative in comparison to other locations where someone may offload. Mr. Kolb said it was comparable and that it would not be worth a hauler that does business in Norwalk to go elsewhere.

b. Discussion on the Sammis Street Pump Station
Ms. Burns said that the project is at 60% design and that she and Mr. Kolb went out to the site today. She said that the surveyor had gone out and staked the locations of the major components and the stakes are set at the height of the floor elevation. She said that she and Mr. Kolb have discussed trying to relocate the transformer to the east side of the site if possible, and have contacted Wright-Pierce today to see if the orientation of the building can be changed so that the generator can be in a spot where it will not be so prominent to the neighborhood, because where it is now it does stick up quite a bit. Mr. Kolb said that the project should be at the 90% within a week. Mr. Oustafine asked Mr. Hynes if he had any questions. Mr. Hynes requested that as the drawings are complete to share them with him and other residents that are interested. Mr. Oustafine invited Mr. Hynes to attend the WPCA meetings.

c. WWTP Phase I Upgrade Project Closeout
Mr. Kolb said that the influent sampler has been replaced and has been in operation for a couple of months. He said that in the administration area there continues to be a leak and that Gilbane was on site last week and removed the lower sheetrock to find out where the leak is coming from. He said that they have assured him that they will resolve the issue and will be bringing in whoever they need contractor wise to resolve it. He said that he has been working with CDM on the grit system and have made some operational changes and adjustments to the system in order to get more grit out.

d. Sewer Use Bill Appeals/Adjustments Update
1. Appeal Status
   Mr. Kolb said that the adjustments to date are $64,287

e. Information Copies
1. OMI Monthly Operating Report- April & May 2013 (copy included)
   Mr. Kolb reported and said that nitrogen is very good and fell into band “D” in April and May.

2. Contract Year 14- CPI Adjustment (copy included)
   Mr. Kolb said that the CPI adjustment is 1.43% and is based from April 2012 to April 2013. He said that he has received a letter from OMI, Inc. for the adjusted revenue and the MRR funds per the agreement. He said that he is in agreement with the letter and he will be sending a letter back to OMI, Inc.

5. ADJOURNMENT

** MR. WILMS MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY
The meeting adjourned at 5:50PM

Respectfully Submitted,
Dilene Byrd
1 Plant Activities

A Maintenance

Major Items Completed

- Completed PM Primary Tanks #3 and #4
- Replaced Belt on Belt Filter Press
- Replaced SCADA I/O cards
- Rotork and Smith Controls (SCADA) repaired valves and D.O. Controllers on Aerators #1 nad #2 Zones A,B, and C.

Work orders |MC
# of WOs completed
This Month 447
Last Month 637
Ending WO backlog 426
458

B Violations

Permit Monthly
Excursion - Reason
NONE

Performance Guarantee
None

C Training

Safety Tailgates

- Employee Roles in Confined Space. Confined Space CP-215
- Confined Space What Attendants Need to Know
- Confined Space Emergency. Know Your Role

Other
CSP Awareness /Blood Borne Pathogens
Lock out tag out Refresher

2 Collection Systems

A Pump Stations

MRR Repairs/Upgrades
- Pulled Pump at Devils Garden for Repair
- Pulled Pump at Keeler Brook for Repairs
- Pulled Comminuter at Woodward Ave. for Repairs.

B Collection System

Spill / Overflow Reports
200 gallon sewage spill at Bouton and Oak. Cleaned Blockage

MRR Repairs/Upgrades
AJ Penna made repairs on Elizabeth Street
Camera Truck generator problems 6/10/13

<table>
<thead>
<tr>
<th>CCTV Miles</th>
<th>Cleaning Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>CY06, 6/1/05-5/31/06</td>
<td>9.83</td>
</tr>
<tr>
<td>CY07, 6/1/06-5/31/07</td>
<td>9.79</td>
</tr>
<tr>
<td>CY08, 6/1/07-5/31/08</td>
<td>51.97</td>
</tr>
<tr>
<td>CY09, 6/1/08-5/31/09</td>
<td>5.97</td>
</tr>
<tr>
<td>CY10, 6/1/09-6/30/10</td>
<td>3.33</td>
</tr>
<tr>
<td>CY 11, 7/1/10-6/30/11</td>
<td>5.52</td>
</tr>
<tr>
<td>CY 12, 7/1/11-6/30/12</td>
<td>1.00</td>
</tr>
<tr>
<td>Last Month</td>
<td>0.26</td>
</tr>
<tr>
<td>This Month</td>
<td></td>
</tr>
</tbody>
</table>

### Personnel

<table>
<thead>
<tr>
<th>Area</th>
<th>Number of Associates / Wastewater Operator Certifications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Personnel</strong></td>
<td>24</td>
</tr>
<tr>
<td><strong>Operations</strong></td>
<td>7</td>
</tr>
<tr>
<td><strong>Maintenance</strong></td>
<td>9</td>
</tr>
<tr>
<td><strong>Collection Systems</strong></td>
<td>5</td>
</tr>
<tr>
<td><strong>Administration</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Turnover</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Certifications</strong></td>
<td>12</td>
</tr>
<tr>
<td><strong>Class IV</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Class III</strong></td>
<td>2</td>
</tr>
<tr>
<td><strong>Class II</strong></td>
<td>4</td>
</tr>
<tr>
<td><strong>Class I</strong></td>
<td>3</td>
</tr>
</tbody>
</table>

### Changes

None

### Safety

<table>
<thead>
<tr>
<th>OSHA Recordable Incidents</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lost Time Incidents</td>
<td>None</td>
</tr>
</tbody>
</table>

### Total Nitrogen Performance

<table>
<thead>
<tr>
<th>Metric</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avg. Influent Wastewater Temp. (°C)</td>
<td>19</td>
</tr>
<tr>
<td>Avg. BOD Loading (lbs/day)</td>
<td>19,846</td>
</tr>
<tr>
<td>Actual TN Performance (lbs/day)</td>
<td>583</td>
</tr>
<tr>
<td>Lookup Value (lbs/day)</td>
<td>986</td>
</tr>
<tr>
<td>Actual minus Lookup (lbs/day)</td>
<td>-403</td>
</tr>
<tr>
<td>TN Performance Band</td>
<td>Band D</td>
</tr>
<tr>
<td>Uncontrollable Circumstances</td>
<td></td>
</tr>
<tr>
<td>Operational Review Findings</td>
<td>All equipment online</td>
</tr>
<tr>
<td>SOP Status</td>
<td>Summer Operation Mode</td>
</tr>
<tr>
<td>Summary of Findings</td>
<td>Inventory at targets.</td>
</tr>
</tbody>
</table>

### Description of Ranges/Bands

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

### Miscellaneous

<table>
<thead>
<tr>
<th>Metric</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regulatory Inspections</td>
<td>None</td>
</tr>
<tr>
<td>Storm Flow Events</td>
<td>Friday 6/7 from 7;30pm until Saturday 6/8 at 2am</td>
</tr>
<tr>
<td></td>
<td>Thursday 6/13 from 10;30pm until 12am.</td>
</tr>
</tbody>
</table>
1. Plant Operations
   A. Major Parameters

   **Monthly average BOD (mg/l)**
   - Raw WWTP
   - Permeate
   - Control

   **Monthly average TSS (mg/l)**
   - Raw WWTP
   - Permeate
   - Control

   **Monthly average Fecal (#/100 ml)**
   - NPDES Permit
   - 200/100 ml

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

   **12-month Rolling average TN (lbs/day)**
   - TN
   - NP 2013
   - OP 2013
   - NPDES Permit

   **Monthly average Flow MGD**
   - Raw WWTP
   - Permeate
WATER POLLUTION CONTROL AUTHORITY
a/o March 28, 2012

Members

Darren Oustafine, Chairman
9 Brookhill Lane
Norwalk, CT 06851
(203) 846-6750 (H)
(203) 656-7365 (W)
Doustafine@darienct.gov
Term expires: 4/1/13

Richard Moccia (Mayor)
c/o Norwalk City Hall, 125 East Avenue
Norwalk, CT 06851
(203) 854-7701 (W)
rmoccia@norwalkct.org
Term expires: 11/22/13

Lewis W. Clark, Vice Chairman
24 Creeping Hemlock Drive
Norwalk, CT 06851-1015
(203) 846-2762 (H)
Lewiswc2002@yahoo.com
Term expires: 4/1/14

Douglas Hempstead (Council President)
116 Chestnut Hill Road
Norwalk, CT 06851
(203) 642-4186 (H)
(203) 952-6311 (C)
dhempstead@hotmail.com
Term expires: 11/22/13

Mark Berns
25 Buckingham Place
Norwalk, CT 06851
(203) 852-0545 (H)
(203) 247-6369 (C)
miberns@gmail.com
Term expires: 4/1/14

Friedrich Wilms (BET Chair)
50 Aiken Street, # 246
Norwalk, CT 06851
(203) 856-4773 (H)
(203) 291-6748 (W)
(203) 291-6972 Fax
fwilms@websterbank.com
Term expires: 11/22/13

Frederika Bikakis-Hajian
73 Fort Point Street
Norwalk, CT 06850
(203) 838-0510 (W)
(203) 831-9250 Fax
fhajian@aol.com
Term expires: 4/1/13

Galen Wells (Minority Caucus Alternate)
224 West Norwalk Road
Norwalk, CT 06850
(203) 866-9045 (H)
(203) 515-7410 (C)
gwwells@optonline.net
Term expires: 11/22/13

David T. Mccarthy (PWC Chair)
38 Nearwater Road
Norwalk, CT 06853
(203) 838-4665 (H)
(203) 807-8818 (C)
dtmccarthy@optonline.net
Term expires: 11/22/13

Ex Officio Members

Tom Hamilton
Finance Director
thamilton@norwalkct.org

Hal Alvord
Public Works Director
halvord@norwalkct.org

Others on email distribution group

Lisa Burns  lburns@norwalkct.org
Ralph Kolb  rkolb@norwalkct.org
Cathy Mallon  cmallon@pinnie.com
John Ahern  John.Ahern@ch2m.com