

**PINOLE / HERCULES
Wastewater Subcommittee**

**Minutes prepared by: Anita L. Tucci-Smith
December 6, 2018
8:30 A.M.**

The regular meeting was hosted by the City of Pinole in the Council Chambers of City Hall.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

Pinole Mayor Pro Tem Peter Murray, serving as Chair, called the meeting to order. [The recording started at 8:38 A.M. with the meeting in progress.]

2. ROLL CALL

Subcommittee Members Present:

Peter Murray, Mayor Pro Tem, City of Pinole
Roy Swearingen, Councilmember, City of Pinole
Dan Romero, Vice Mayor, City of Hercules
Roland Esquivias, Councilmember, City of Hercules

Subcommittee Members Absent:

None

Staff Present:

Michelle Fitzner, City Manager, Pinole
Andrea Miller, Finance Director, Pinole
Tamara Miller, Development Services Director, Pinole
Ron Tobey, Plant Manager, Pinole
David Biggs, City Manager, Hercules
Mike Roberts, Public Works Director, Hercules

Members of the Public:

Jim Tillman, Pinole Wastewater Advocate
Mike Warriner, Carollo Engineers

3. INTRODUCTIONS

4. CITIZENS TO BE HEARD – FOR ITEMS NOT ON THE AGENDA

Jim Tillman, Pinole, urged the Subcommittee to consider the effects of climate change to protect the investment in the Pinole/Hercules Water Pollution Control Plant Upgrade Project.

5. APPROVAL OF MINUTES FROM SEPTEMBER 6, 2018

Action: Motion by Hercules Vice Mayor Romero, seconded by Hercules Councilmember Esquivias to approve the minutes of the September 6, 2018 meeting, as submitted, carried by the following vote:

Ayes: Esquivias, Romero, Murray
Noes: None
Abstain: Swearingen
Absent: None

6. OPERATOR'S REPORT

Ron Tobey, Plant Manager, Pinole, presented the Operations Report and highlighted the Pinole and Hercules flow data and process performance indicators for August and September 2018, and summarized plant construction activities. He explained that the process performance indicators had shown that the plant was running well, the removal rate was consistent at 97 or 98 percent, and effluent levels were well within performance indicators.

Mr. Tobey responded to questions from the Subcommittee, acknowledged the construction influence on operations, and reported that the plant had worked well in the recent storms and the dry ground had absorbed most of the wet weather flows. With respect to how the flows were tested, he explained that some of the flow meters were primarily done by level and velocity and tested to measure accuracy throughout the established range. He described some of the challenges with recent flow meter readings, described the efforts being taken to clarify the readings, and explained that the compliance point would be the new meter at the contact basin and once installed a better representation would be provided.

Tamara Miller, Development Services Director, Pinole, responded to Hercules Vice Mayor Romero's concern for identifying flows that could not be verified, and explained that the data had been taken at the influent manhole meters, one for Pinole and one for Hercules, which were better tools to measure influent flows than those of prior years and which offered the best information. She expressed confidence with the meters, was eager to see the check on the outflow side, but stated that the numbers were solid as far as the proportional flow of wastewater into the plant. When asked, she agreed to provide Wastewater Subcommittee members a technical memo to clarify the meters and the confidence level in those meters.

Jim Tillman, Pinole, stated that Pinole should look into the mains and reduce the flow as well. He looked forward to the submittal of the technical information and accurate counts to ensure that each city was paying its fair share.

7. NEW CONNECTIONS

a. PINOLE

Tamara Miller, Development Services Director, Pinole, reported that in the 2017/2018 Fiscal Year Pinole had connected one residential unit and three commercial units. For 2018/2019 to date Pinole had permitted the connection of one accessory dwelling unit (ADU).

b. HERCULES

Mike Roberts, Public Works Director, Hercules, reported that in the 2017/2018 Fiscal Year Hercules had 34 residential connections to the sewer system. There had been 47 residential connections to date for 2018/2019 associated with the Muir Point Residential Development at John Muir Parkway.

Jim Tillman, Pinole, supported the item because it identified the growth in Hercules and helped to evaluate the cost and performance of the plant.

8. CAPITAL PROJECT – PH WPCP UPGRADE

a. LOAN STATUS

Andrea Miller, Finance Director, Pinole, reported that total disbursements from the Wells Fargo Bank escrow accounts through November 30, 2018 totaled \$37,722,064, approximately \$18,861,032 from each respective agency's escrow account. Total reimbursements received from the State Revolving Loan Fund were \$36,185,976 (or \$18,092,988 to each agency). Escrow account balances as of November 30, 2018 totaled \$2,376,618.79 and \$2,376,821.14 for Pinole and Hercules respectively. Carollo Engineers, the Third Party Fiscal Administrator, had prepared Disbursement Request No. 14 dated December 3, 2018 in the amount of \$709,182 for each agency, which had been submitted to the State Water Resources Control Board last week. Payment requests submitted for the three vendors prepared monthly and submitted to Wells Fargo Bank totaled \$1,378,388.87, with disbursement from the escrow accounts on November 29, 2018, representing \$689,194.44 for each agency.

The Wastewater Subcommittee requested a written report of the loan status.

b. CONSTRUCTION STATUS

Mike Warriner, Carollo Engineers, provided a PowerPoint presentation update on the status of the Water Pollution Control Plant Upgrade Project, which he reported was moving along primarily on the north end of the plant.

Mr. Warriner reported that the construction was nearing completion of the second aeration basin; all effluent pump station improvements had been completed this quarter; blower building modifications were now underway; and work on primary clarifier 3 continued. He provided an aerial view of the current status of plant construction and identified plant facilities now in operation.

Mr. Warriner responded to questions and explained that while the contractor, Kiewit Corporation, was currently behind schedule, the contractor had agreed to work extended hours. When asked if that would affect the claims at completion, he clarified that claims were only associated with work that was not in the contract. If the contractor had to work additional time to meet the deadline for work that was in the contract bid it would be the contractor's responsibility.

Ms. Miller identified the extended hours that Kiewit would employ immediately, working earlier and later in the next two weeks and on Saturday this weekend. Since the plant started early at any rate the work was not out of the ordinary, although flyers could be distributed to neighbors to identify the Saturday work.

With respect to the financials, Mr. Warriner identified the on-track progress payments to date, with the total through October 2018 identified as \$35,604,933, above the 75 percent stage for payments. Every facility was now under construction. The contractor payment for the extended overhead had been resolved although two formal claims submitted by the contractor were going through the process of adjudication. He identified the executed change orders to date at \$1,617,080, 4.5 percent of the work completed to date on the contract.

When asked if the change orders exceeded the contingency fund, Mr. Warriner suggested the total was at the limit of the contingency fund now although there were a number of significant credits that had not been received from the contractor, and the claims were still under negotiation with the contractor.

Mr. Warriner reported the substantial completion date remained at April 5, 2019, with the current estimated final completion date of June 4, 2019.

Jim Tillman, Pinole, verified with Mr. Tobey that the City's permit with the State Water Resources Control Board had recently been renewed with a lenient schedule and the City would be able to meet compliance.

9. ADJOURN TO THE NEXT REGULAR SUBCOMMITTEE MEETING

The meeting adjourned at 9:44 A.M. to a regular quarterly meeting date scheduled for Thursday, March 7, 2019 at 8:30 A.M. in Pinole.