

**PINOLE / HERCULES  
Wastewater Subcommittee**

**Minutes prepared by: Anita L. Tucci-Smith  
January 11, 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 Tim Banuelos**, serving as Chair, called the meeting to order at 8:39 A.M.

**2. ROLL CALL**

**Subcommittee Members Present:**

Tim Banuelos, Mayor, City of Pinole  
Pete Murray, Mayor Pro Tem, City of Pinole\*  
Dan Romero, Vice Mayor, City of Hercules  
Roland Esquivias, Councilmember, City of Hercules

\*Arrived after Roll Call

**Subcommittee Members Absent:**

None

**Staff Present:**

Hector de la Rosa, Assistant City Manager, 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:**

Mike Warriner, Carollo Engineers  
A Representative from Kiewit

**3. INTRODUCTIONS**

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

There were no citizens to be heard.

**5. APPROVAL OF MINUTES FROM SEPTEMBER 7, 2017**

**Action: Motion by Hercules Vice Mayor Romero, seconded by Hercules Councilmember Esquivias to approve the minutes of the September 7, 2017 meeting, as submitted, carried by the following vote:**

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

**6. OPERATOR'S REPORT**

**Ron Tobey, Plant Manager, Pinole**, presented the flow activities reports for October and November 2017 and reported that October was a fairly dry month while flows had increased slightly in November given increased rainfall. He advised that the plant continued to operate well below effluent limits. As to the upgrades project, the new headworks was on line and operating as designed, although there were a few minor issues that needed to be addressed. He added that the plant had been negotiating a new National Pollutant Discharge Elimination System (NPDES) permit, which was out for public comment until January 19, 2018.

Comments from Subcommittee Members:

- Requested for the purpose of clarity that the report form be modified to identify those categories that were on the report but were not applicable to the plant; and requested a clarification of the difference in daily low flows shown for the City of Hercules, which Hercules staff advised would be provided. (Romero)

When asked, Mr. Tobey clarified some of the minor issues related to the headworks that were being addressed to get the equipment to function as designed. He reported that he was pleased with the performance of the system overall.

**7. CAPITAL PROJECT – PHWPCP UPGRADE**

**a. LOAN STATUS**

**Andrea Miller, Finance Director, Pinole**, reported that the payment of vendor invoices was going well through Wells Fargo escrow accounts. Total expenditures through December 31, 2017 were identified as \$24,023,068 with just over \$12 million from each agency; the escrow balance for Pinole was \$3,358,313, with \$3,358,334 for Hercules, the difference being interest earned; and Disbursement Request No. 8 in the amount of \$745,619 for each agency had been submitted to the State Revolving Loan Fund in December and was

currently being processed.

Ms. Miller explained that the State was sending reimbursement checks directly to each agency contrary to the request that they be sent directly to Wells Fargo Bank, which it was reported by the State could be done with a 30-day delay. Calls to the State to eliminate that 30-day delay had yet to be returned.

**b. CONSTRUCTION STATUS**

**Mike Warriner, Carollo Engineers**, presented a PowerPoint to advise of the construction status of the plant upgrade with respect to the headworks and grit removal; electrical work was in progress and the new electrical building was being used; the solids handling facilities were progressing; work continued on the new aeration basin extension and secondary clarifier; and the chlorine contact basin extension had been excavated and shored. He presented new aerial photos of the current status of the upgrade compared to photos taken prior to construction.

Mr. Warriner announced that the project had achieved a safety milestone in Northern California with 600 days without an accident or injury, and he acknowledged Kiewit for that milestone.

With respect to local employees, Mr. Warriner reported that there were currently two local residents employed on the project, one each from Hercules and Pinole. He also reported that plant staffing levels were being evaluated by HDR as the new facilities were being commissioned to make sure that the existing staff could handle all the new processes or if adjustments would be required.

Mr. Warriner reported that payments to date through November 2017 totaled \$23,960,187, and the project was tracking on the bottom of the schedule at this point given that PG&E had decided to delay putting the facility on line because it was too busy as a result of the North Bay fires. Given the urgent need for power to the new facilities, he and the plant contractor had found a source of power within the existing plant to provide temporary power from an existing building to the new electrical building to both power the new facilities and to keep the plant operational during construction. The combined effect of the time spent with electricians and contractor to wire things temporarily had impacted the next phase of work being supplied by temporary power resulting in a 40-day delay at an overall cost estimated at \$420,000. He emphasized that they were all actively working in an attempt to recover the time lost.

With respect to change orders, Mr. Warriner reported that there had been 25 change orders to date totaling \$438,325, with 2.5 percent of the work completed to date on the job; other change orders are being negotiated. Due to the 40-day delay, the original substantial completion date of October 28, 2018 had been

extended to December 8, 2018, and the original final completion date of December 26, 2018 had been extended to February 5, 2019.

The Subcommittee commended Mr. Warriner and Kiewit for the work to date, the clear accident record, for working through the challenges, and for the efforts to recover the time lost.

In response to comments, Mr. Warriner verified that training for staff was part of the existing construction contract (Romero); he would return with a date of when the secondary clarifier would be completed (Esquivias); and PG&E had now completed their work and had installed their meter and the permanent power supply.

It was also verified that while the completion dates had been extended, there was no concern at this point of being penalized because of the need to secure State permits.

**Mike Roberts, Public Works Director, Hercules**, commended Pinole Public Works staff for their hard work in a recent peak event working with older facilities, new facilities in service, and ongoing construction.

## **8. ADOPT MEETING SCHEDULE AND LOCATION FOR 2018**

**Tamara Miller, Development Services Director, Pinole**, presented the proposed quarterly meeting schedule consistent with what had previously been discussed and recommended that the meetings be held in Pinole so that they could be broadcast through Pinole TV. Meetings scheduled for 2018 would then be on March 1, June 7, September 6, and December 6.

Both Pinole and Hercules staff described some of the difficulties involved with accommodating Hercules residents through Pinole TV broadcasts and advised that the issue could be further discussed at the March meeting to address a solution to the broadcast issues.

## **9. ADJOURN TO THE NEXT REGULAR SUBCOMMITTEE MEETING**

The meeting adjourned at 9:00 A.M. to a regular quarterly meeting scheduled for Thursday, March 1, 2018 at 8:30 A.M., location to be determined.