



FAIRFIELD-SUISUN SEWER DISTRICT

1010 CHADBOURNE ROAD • FAIRFIELD, CALIFORNIA 94534 • (707) 429-8930 • WWW.FSSD.COM
KATHY HOPKINS, GENERAL MANAGER

BOARD OF DIRECTORS:

HARRY PRICE
PRESIDENT

SAM DERTING
VICE PRESIDENT

JANE DAY

MIKE HUDSON
CATHERINE MOY

JOHN MRAZ

PETE SANCHEZ

MIKE SEGALA

CHUCK TIMM

RICK VACCARRO

BOARD OF DIRECTORS MEETING AGENDA

MEETING DATE: MONDAY, JANUARY 25, 2010

MEETING PLACE: 1010 CHADBOURNE ROAD,
FAIRFIELD, CALIFORNIA

MEETING TIME: 6:00 P.M.

1. Roll Call
2. Pledge of Allegiance
3. Public Comments
4. Board Comments
5. General Manager Report

6. Consent Calendar:

- | | |
|---|---|
| (a) Approve Minutes of Meeting of November 23, 2009 | 1 |
| (b) Adopt Resolution No. 2010-01 Stating the District's Intent to Utilize
State Revolving Funds to Reimburse District Expenditures on
UV Disinfection Project | 3 |
| (c) Adopt Resolution No. 2010-02 Authorizing Acceptance and
Filing of Notice of Completion for Wind Energy Project..... | 6 |

7. Approve Call for Bids, UV Disinfection Project 8

8. Board Calendar 9

9. Adjournment:

Adjourn to a Regular Meeting of the Board, Monday, February 22, 2010 at 6:00 p.m.

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The Fairfield-Suisun Sewer District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Board of Directors. Please contact Vana Lopez at (707) 429-8930 at least 48 hours before the meeting if you require such modification or accommodation.

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative offices located at the above address. In addition most of these documents are also available on our website. For other assistance contact Vana Lopez at (707) 429-8930.

Meeting Date: November 23, 2009

Meeting Place: 1010 Chadbourne Road, Fairfield, California

Meeting Time: 6:00 p.m.

1. Roll Call. The meeting was called to order with the following members present: Directors Hudson, Moy, Price, Sanchez, Segala, Timm, and Vaccaro. Directors Day, Derting, and Mraz were absent.
2. Pledge of Allegiance.
3. Public Comments—None.
4. Board Comments—The solar project construction outside the plant fence was commented upon positively, as was the upcoming CASA conference and the District's recent receipt of plant and staff awards from the local section of the California Water Environment Association (CWEA).
5. General Manager's Report—Ms. Hopkins reported that the District's lab was recently audited by the EPA as part of the Environmental Laboratory Accreditation Program (ELAP), and passed with flying colors. Ms. Hopkins said it was rare to go through one of these audits as the District's lab did, with no deficiencies. She also reported on District staff involvement at Fairfield High School's Career Day.

Further, she noted that on December 2 the local Rotary Club will hold a presentation and tour of the District's wastewater facilities as the second in a series of "Rotary at Work" tours. Ms. Hopkins indicated Board members were welcome to attend. Finally, the General Manager reminded Directors of the January CASA Conference and indicated a cost savings would be realized from CASA's decision to consolidate the conference program into fewer days starting with the January 2010 conference.

6. Consent Calendar.
 - (a) Minutes of Meeting of September 28, 2009.
 - (b) Resolution No. 2009-13 Authorizing General Manager to Negotiate, Enter Into, Amend and Terminate Leases Involving District Property.
 - (c) Resolution No. 2009-14 Cancelling and Rescheduling 2010 Board and Executive Committee Meetings.

Upon motion by Timm, seconded by Vaccaro, with all present voting in favor thereof, the Consent Calendar was received/accepted/adopted/approved.

7. Presentation of CWEA Awards.

Giti Heravian, the District's Lab Manager, presented the Redwood Empire Section CWEA awards for Safety, Collection System, and Lab Tech of the Year. By winning the awards in the Redwood Empire Section, the District qualifies for the State competition.

Plant Safety of the Year—Ms. Heravian presented the Plant Safety of the Year plaque to President Price and District Safety Officer Rich Sponholz. She indicated some of the

accomplishments helping the District to win this award were the 2011 days without lost time incident, all elements of the Safety Program being completely updated in the last two years, and the District's Employee Wellness Program.

Lab Tech of the Year—Tina Harshell received the award, along with acknowledgement and praise from Ms. Heravian. Ms. Harshell thanked her coworkers and Ms. Heravian for the working environment.

Collection System of the Year—Ms. Heravian indicated the 12 months with no pump station stoppages or overflows, the 7 days per week physical checks on the pump stations, along with the video inspections, and repair and maintenance of the entire sewer system within any five-year period, contributed to the District's earning this award. She presented the award to President Price and the District collection system staff in attendance: Shane Errecart, Bob Anthony, JR Lowery, and Tom Harshell.

Acknowledgment of the Award-winning Applications—Giti Heravian thanked Jenny Bailey, Senior Office Assistant, for putting the winning applications together. Ms. Heravian reported that the awards committee said they were impressed with the easy-to-follow structure of the District's application submittals. Ms. Heravian indicated Jenny Bailey's organization of the application materials contributed to the District receiving the awards.

Board members expressed their appreciation to District staff.

8. Board Calendar. There was no discussion of the Board Calendar.
9. Adjournment. Adjourn to a Regular Meeting of the Board, Monday, January 25, 2010, at 6:00 p.m.

Respectfully submitted,

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

1010 CHADBOURNE ROAD • FAIRFIELD, CALIFORNIA 94534 • (707) 429-8930 • WWW.FSSD.COM
KATHY HOPKINS, GENERAL MANAGER

January 12, 2010

MEMORANDUM

TO: Kathy Hopkins *KH*
THROUGH: Greg Baatrup *GB*
FROM: Meg Herston *MH*
SUBJECT: State Revolving Fund Resolution
PROJECT: Ultraviolet Disinfection Project

Background: As you know, the District intends to utilize financing from the State Water Resources Control Board (SWRCB) to help fund the Ultraviolet Disinfection (UV) Project. In 2009, the Board of Directors approved resolutions to apply for such financing and to dedicate a source of revenue for repayment.

Discussion: The attached resolution is required to be adopted by the District's governing body before the SWRCB can commit funds to the project. This resolution states the District's intent to use those funds provided by the SWRCB to reimburse its costs for the UV project.

Recommendation: Approve the attached resolution stating the District's intent to reimburse expenditures with project funds, in accordance with SWRCB and IRS requirements.

FAIRFIELD-SUISUN SEWER DISTRICT

RESOLUTION NO. 2010-01

**A RESOLUTION STATING THE DISTRICT'S INTENT TO REIMBURSE
EXPENDITURES WITH PROJECT FUNDS**

WHEREAS, the Fairfield-Suisun Sewer District (District) desires to finance the costs of constructing improvements to its wastewater system, including certain treatment facilities, pipelines and other infrastructure (Project); and

WHEREAS, the District intends to finance the construction of the Project with moneys (Project Funds) provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (Obligations); and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the District desires to incur certain capital expenditures (Expenditures) with respect to the Project from available moneys of the District; and

WHEREAS, the District has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT:

1. The District hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.
2. The reasonably expected maximum principal amount of the Project Funds is \$11,100,000.
3. This resolution is being adopted no later than 60 days after the date on which the District will expend moneys for the portion of the Project costs to be reimbursed with Project Funds.
4. Each District Expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.
5. To the best of our knowledge, this District is not aware of the previous adoption of official intents by the District that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

6. This resolution is adopted as official intent of the District in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

PASSED AND ADOPTED THIS 25TH day of January 2010 by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Fairfield-Suisun Sewer District held on January 25, 2010.

DISTRICT CLERK:

(Clerk or Authorized Record Keeper of the Governing Board of the Agency)



FAIRFIELD-SUISUN SEWER DISTRICT

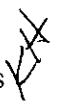
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KATHY HOPKINS, GENERAL MANAGER


January 11, 2010

CM-0802.30.70

MEMORANDUM

TO: Kathy Hopkins 

THROUGH: Greg Baatrup 

FROM: Kirk Howard 

SUBJECT: Wind Energy Project
Notice of Completion

Work by Site Constructors Inc. and Entegrity Wind Systems, Inc. for the Wind Energy Project is essentially complete and is in accordance with the requirements listed in the Contract Documents. Staff recommends that the Board authorize the filing of the Notice of Completion for this project upon successful completion and acceptance of interconnection acceptance testing by Pacific Gas and Electric Company.

FAIRFIELD-SUISUN SEWER DISTRICT

RESOLUTION NO. 2010-02

A RESOLUTION AUTHORIZING ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR WIND ENERGY PROJECT

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT:

1. The General Manager is hereby authorized to accept, on behalf of the District, the completion of the contracts with Site Constructors Inc., and Entegriy Wind Systems, Inc., for the Wind Energy Project, and to file with the Solano County Recorder a Notice of Completion.
2. The General Manager is hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED THIS 25th day of January 2010, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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KATHY HOPKINS, GENERAL MANAGER

January 11, 2010

PE-0808.30

MEMORANDUM

TO: Kathy Hopkins *KH*
THROUGH: Greg Baatrup *GB*
FROM: Kirk Howard *KH*
SUBJECT: UV Disinfection Project
Call for Bids

Background:

The treatment plant effluent disinfection system was installed as part of the original treatment plant and was placed in service in 1976. This system utilizes chlorine to disinfect and sulfur dioxide to remove the chlorine from the treated wastewater prior to being discharged in accordance with the District's NPDES Permit.

Regulations governing the safe use of these chemicals have become stricter in the transportation, storage, and use since the system was installed. Another challenge is certain disinfection byproducts are formed and are detected in the effluent above the water quality standards set by the Regional Water Quality Control Board. Consequently, the Regional Water Quality Control Board adopted a Cease and Desist Order (#R2-2009-0040) that requires the District to reduce the concentration of these byproducts from its discharge.

Discussion:

Ultraviolet light is a proven technology which does not use hazardous chemicals to disinfect effluent from wastewater treatment plants. This technology effectively eliminates the need for chlorine and dechlorination chemicals in the treatment plant effluent. Converting to ultraviolet disinfection technology will reduce the formation of harmful disinfection byproducts in the treatment plant effluent and will effectively remove the bulk storage of acutely hazardous chemicals from the treatment plant site.

Fiscal Impact:

The District has received approval for construction funding for this project in the amount of \$11,100,000 from the State Revolving Fund. The engineer's estimate for this project is \$9,513,000.

Recommendation:

Staff recommends that the Board authorize the Call for Bids for the UV Disinfection Project.

FAIRFIELD-SUISUN SEWER DISTRICT BOARD CALENDAR

February 2010

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16 4PM Exec	17	18	19	20
21	22 6PM Bd	23	24	25	26	27
28						

February 16 – Executive Committee meeting on Tuesday at 4 PM, as rescheduled

February 22 – Board of Directors meeting at 6 PM

March 2010

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15 4PM Exec	16	17	18	19	20
21	22 6PM Bd	23	24	25	26	27
28	29	30	31			

March 15 – Executive Committee meeting at 4 PM

March 22 – Board of Directors meeting at 6 PM

April 2010

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 4pm Exec	20	21	22	23	24
25	26 6pm Bd	27	28	29	30	

April 19 – Executive Committee meeting at 4 PM

April 26 – Board of Directors meeting at 6 PM