

***Agenda***

Thursday, January 19, 2023  
Board of Commissioners Meeting  
**TELECONFERENCE**  
**5:00 pm**

NOTE Consistent with provisions of the California Government Code as established by Assembly Bill AB361, this Board meeting will be held via Zoom® conferencing.

**HOW TO PARTICIPATE REMOTELY**

Click or enter the following website address:

<https://us02web.zoom.us/j/81763563746?pwd=eStDSjJOQ0orVmNEM25KaGVVVRDhndz09>

Or call the following telephone number: 1 669 900 6833 and enter the following meeting ID: 817 6356 3746 Passcode: 000576

Public comments for this meeting can be submitted via email to: [SASM@cityofmillvalley.org](mailto:SASM@cityofmillvalley.org). The public comment period opens when the agenda is posted online and will close two hours prior to the start of the meeting. Include your name and the item you would like to provide a written comment on. Written comments submitted will be read into the record during the Public Comment period of the Board meeting. To provide comments during the meeting: • If in the Zoom teleconference, use the “raise hand” feature. The Host will notify and unmute you when it is your turn to speak. • If on a phone, press \*9 (“star + 9”), and the Host will notify and unmute you when it is your turn to speak. If you experience an issue providing comments in the meeting, please email those comments to [SASM@cityofmillvalley.org](mailto:SASM@cityofmillvalley.org)

The Sewerage Agency of Southern Marin (SASM) does not discriminate against any individual with a disability. Upon request, SASM publications will be available in the appropriate format to persons with a disability. If you require assistance or accommodation to participate, please contact V. Tyler at (415)388- 2402 at least 24 hours prior to the meeting. SASM will use its best efforts to make reasonable accommodations to provide as much accessibility as possible, while still maintaining public safety.

**CALL TO ORDER AND ROLL CALL**

**APPROVAL OF AGENDA**

**PUBLIC OPEN TIME**

*The Public is invited to address the Board on items that do not appear on the agenda and that are within the subject matter jurisdiction of the Board. State law prohibits Board action on any item not listed on the agenda. Please avoid repetition and please limit your comments to three minutes.*

**Sewerage Agency of Southern Marin  
Board of Commissioners  
Agenda  
January 19, 2023**

**CONSENT CALENDAR**

*The following items listed on the Consent Calendar are considered routine and are approved by a single motion without discussion. The Board President or any Board Commissioner or the public may request that any item listed under the Consent Calendar be removed and action taken separately. In the event an item is removed from the Consent Calendar, it shall be considered in its numerical order.*

1. Teleconferencing Meeting Resolution to comply with Assembly Bill 361  
*Recommended Action: Adopt Resolution NO. 2023-1*
2. Consideration of the Minutes of the December 15, 2022, meeting.  
*Recommended Action: Approve the minutes.*

**NEW BUSINESS**

3. Monthly Report.  
*Recommended Action: Receive report.*
4. SASM Board Regular Meeting Time Change Consideration.  
*Recommended Action: Consider options and provide direction to staff.*

**Open Discussion**

**ADJOURNMENT**

***The next scheduled Board meeting is February 16, 2023 @ 5 pm via Zoom***

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Materials related to an item on this agenda submitted to the Sewerage Agency of Southern Marin after distribution of the agenda packet are available for public inspection at 450 Sycamore Avenue, during normal business hours. Such documents are also available on the SASM's website at: [www.cityofmillvalley.org/Index.aspx?page=461](http://www.cityofmillvalley.org/Index.aspx?page=461) subject to staff's ability to post the documents prior to the meeting.

S/ADMIN/SASM/SASM BRD

**STAFF REPORT**

**TO:** Sewerage Agency of Southern Marin Board of Commissioners  
**FROM:** Mark Grushayev, Wastewater Treatment Plant Director  
**SUBJECT:** Teleconferencing Meeting Resolution 2023-1 to comply with Assembly Bill 361  
**DATE:** January 19, 2023

**ISSUE:** Compliance with California Assembly Bill 361.

**RECOMMENDATION:** Adopt Resolution 2023-1

**BACKGROUND:**

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act to allow local legislative bodies to conduct meetings telephonically or by other means to slow the spread of COVID-19, in response to the COVID-19 pandemic. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which ended the provisions of Executive Order N-29-20 that authorized local legislative bodies to conduct meetings by telecommunicating, effective September 30, 2021.

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), which allows for local legislative bodies to continue conducting meetings remotely under specified conditions and includes a requirement that the governing body make specified findings. AB 361 became effective upon the expiration of Executive Order N-29-20 on October 1, 2021. AB 361 allows a local agency legislative body to hold a meeting utilizing teleconferencing without complying with the standard teleconferencing requirements if the Governor has proclaimed a State of Emergency and if state or local officials have imposed or recommended measures to promote social distancing. These conditions continue to exist as Governor Newsom’s March 4, 2020, Proclamation of Emergency related to the COVID-19 pandemic is still in effect. In addition, the Marin County Public Health Officer continues to recommend CDC guidelines on social distancing to protect the public’s health and safety.

**DISCUSSION:**

The attached Resolution makes the findings to validate the current conditions to allow teleconference meetings pursuant to AB 361 for the Board of Commissioners. The Resolution authorizes teleconference meetings including hybrid meetings held both via teleconference and in-person. This Resolution will allow members of the public to safely observe and participate in local government teleconference meetings during the continued pandemic.

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Board of Commissioners  
Resolution 2023-1  
January 19, 2023**

31 If a meeting is held via teleconference, including a hybrid meeting, the following requirements  
32 apply under AB 361:  
33

- 34 1. Notices and agenda requirements remain the same under the Brown Act.  
35
- 36 2. No physical location is required for public attendance or public comment. However, the public  
37 must be able to access and participate in the meeting through a call-in or an internet-based service,  
38 and instructions for how to participate must appear in the posted notices or agenda.  
39
- 40 3. Teleconference meetings must protect the statutory and constitutional rights of the parties and  
41 the public.  
42
- 43 4. If there is any disruption of the call-in or internet-based service, the agency must suspend the  
44 meeting until the problem is corrected.  
45
- 46 5. Legislative bodies may allow public comments to be submitted prior to a meeting but must also  
47 allow the public to participate in real time through call-in or internet-based service.  
48
- 49 6. If an internet-based service requires registration through a third-party, individuals can be  
50 required to register with the third-party to participate in the meeting; and  
51
- 52 7. When providing a public comment period, whether after each item or during a general comment  
53 period, a legislative body must allow reasonable time for members of the public to comment and  
54 must also include reasonable time for members to register with a third-party host if applicable.  
55

56 To continue holding remote meetings, the Board of Commissioners must continue to declare every  
57 30 days that either the state of emergency continues to directly impact the ability of the members  
58 to meet safely in person, or State or local officials continue to enact or recommend measures  
59 endorsing social distancing.  
60

61 Attachments:

- 62 1. Resolution 2023-1 Draft

**RESOLUTION NO. 2023-1**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE SEWERAGE AGENCY OF SOUTHERN MARIN  
FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY  
CONTINUES TO IMPACT THE ABILITY TO MEET SAFELY IN PERSON  
AND DECLARING THAT THE BOARD OF COMMISSIONERS  
WILL CONTINUE TO MEET REMOTELY IN ORDER  
TO ENSURE THE HEALTH AND SAFETY OF THE PUBLIC**

**WHEREAS**, the Sewerage Agency of Southern Marin (SASM) is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners and

**WHEREAS**, all meetings of the SASM's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the SASM's legislative body conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

**WHEREAS**, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow local legislative bodies to conduct meetings electronically without a physical meeting place; and

**WHEREAS**, because of Executive Order N-29-20, staff set up Zoom teleconference meetings for all SASM Board of Commissioners meetings; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which specified that Executive Order N-29-20 would remain in effect through September 30, 2021, at which point it would expire; and

**WHEREAS**, since the issuance of Executive Order N-08-21, the Delta variant has emerged, causing a spike in COVID-19 cases throughout the state; and

**WHEREAS**, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the Marin County Director of Health and Human Services, the California Department of Public Health, and the Department of Industrial Relations, have imposed or recommended measures to promote social distancing; and

**WHEREAS**, on September 16, 2021, the Governor signed Assembly Bill 361 into law, as urgency legislation that goes into effect on October 1, 2021, amending Government Code Section 54953 of the Brown Act to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency, provided certain conditions are met and certain findings are made; and

**WHEREAS**, the continued local rates of transmission of the virus and variants causing COVID-19 are such that the Director of Health & Human Services has recommended that the County continue to emphasize social distancing to minimize the potential spread of COVID-19 during indoor, public meetings.

**WHEREAS**, SASM cannot maintain adequate safe social distance between members of the public, Board members and staff in their respective meeting locations; and

**WHEREAS**, because of the rise in cases due to the new BA variant, SASM is concerned about the health and safety of attendees, the SASM's Board of Commissioners desires to take the actions necessary to comply with AB 361 and to continue to hold its Board and committee meetings remotely.

**NOW, THEREFORE, THE SASM BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:**

1. The Board has reconsidered the circumstances of the State of Emergency, and finds that:
  - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the Board of Commissioners and SASM staff, and members of the public to meet safely in person; and
  - b. State and local officials continue to recommend measures to promote social distancing.
  
2. The Board of Commissioners meetings will continue to be conducted remotely for the next 30 days in compliance with AB 361 and Government Code Section 54953(e)(2), to ensure the health and safety of the public while providing access to public meetings.

3. The Board of Commissioners will reconsider the circumstances of the State of Emergency and revisit the need to conduct meetings remotely within 30 days of the adoption of this Resolution.

REGULARLY PASSED AND ADOPTED this 19 day of December, 2023.

AYES:

NOES:

ABSENT:

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Lew Kious, Board President

ATTEST:

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Todd Gates, Secretary

# SEWERAGE AGENCY OF SOUTHERN MARIN

## *Minutes*

BOARD OF COMMISSIONERS

December 15, 2022

*Teleconference*

### **Call to order and roll call**

President Lew Kious called the meeting to order at 5:01 pm.

Commissioners present: Al Leibof, Todd Gates, Peter Macintosh, Jim Jacobs, Stephen Burke

Commissioners absent: None

Staff present: WWTP Director Mark Grushayev, Public Works Director Andrew Poster, WWTP Administrative Assistant V. Tyler

Members of the Public: Bill Hansel

### **Approval of Agenda**

Action: M/S Macintosh/Jacobs and carried on a vote of 6 to 0 to approve the Agenda.

### **Public Open Time**

There were no comments from the public.

### **Consent Calendar**

1. Teleconferencing Meeting Resolution to comply with Assembly Bill 361  
*Recommended Action: Adopt Resolution NO. 2022-8*
2. Consideration of the Minutes of the October 20, 2022, meeting.  
*Recommended Action: Approve the minutes.*
3. Monthly Report.  
*Recommended Action: Receive report.*

Action: M/S Macintosh/Gates and carried on a vote of 6 to 0 to adopt Resolution 2022-8, approve the minutes of the October 20, 2022, meeting, and receive the Monthly Report.

### **New Business**

1. Election of SASM Officers for 2023  
*Recommended Action: SASM Board to accept nominations and elect officers for 2023*

President Kious said that he was open for change if anybody would like to make a change and that if anyone would like to make a motion to extend the term of the incumbents, he was fine with that as well.



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December 15, 2022**

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Action: M/S Jacobs/ Burke and carried on a vote of 5 to 0 to re-elect President Kious for another term as President of the SASM Board for 2023.

President Kious said he would be happy to do it for another year. He added that he already had talked to Vice-President Leibof who agreed to serving another year. He asked Secretary Gates if he would like to continue as secretary and he said yes.

Action: M/S Jacobs/ Burke and carried on a second vote of 5 to 0 to re-elect President Kious, re-elect Al Leibof as Vice-President and Todd Gates as Secretary of the Board for 2023.

President Kious thanked everyone for their support in 2022 and added that he certainly could not have done it alone and that he got a lot of help and support from all the Board and that he heard from Mr. Grushayev, who he meets with every month, that he also appreciates the Board support.

President Kious said that the main success of 2022 was that SASM did not end up on television and that ten years ago that was not the case. He congratulated Mr. Grushayev and his staff on that and on the progress of the Capital improvement Projects. He asked that Mr. Grushayev pass along his appreciation to staff for all the work they are all doing for the plant.

Mr. Grushayev thanked President Kious.

**Public Comments**

There were no comments from the public.

**Commissioners Open Time**

President Kious said all indications are that Governor Newsom will not extend further the provision allowing for online meetings to continue. He added that it means that the Board would have to make plans to meet in person in February. He asked if anyone would like to comment on that and added that the Board would reconsider the issue in the next month's meeting but that for now, he wanted the Board to be prepared for that possibility.

Commissioner Jacobs said he liked the Zoom meetings and that they are very convenient.

Commissioner Burke said that if they are going to meet in person, they should find a way to make the meetings at least 30 minutes long to make the trip worthwhile for people to travel. President Kious said that was a good point and that everyone who knows him, knows that he likes to keep these meetings as short as possible.

Commissioner Jacobs said he is doing a P.H.D. in Santa Cruz and that he put in seven monitors in wells at Manzanita. He added that the TCSD force main goes through there. He said he also put four wells in Tam Valley to study their sea level rise and king tides and that he is hoping to put surface water sensors as well as a drain sensor at Manzanita where it floods often. President Kious asked where the wells are located and Commissioner Jacobs answered that they are mostly located at 150 Shoreline and that he has one on the Sausalito easement, it is a four inch well about a foot from the easement, about a foot from the pipe itself and another near the Fireside and one near Muir Woods Lodge.

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Commissioner McIntosh said that he would be interested in learning more about the project and see if his company can help with the study.

Commissioner Gates asked how the research is funded and Commissioner Jacobs said that he got a grant and that he uses resources from his own company as well.

Commissioner Burke asked how deep the drilling and Commissioner Jacobs said he only went about ten feet because he is only concerned with the level where the sewers lines are, and they go about six to seven feet. Commissioner Gates thanked Commissioner Jacobs for sharing. Commissioner Jacobs said he would send the info to the Board and went on to thank Mr. Grushayev for his help in getting this work started. President Kious wished everyone Happy Holidays.

**Adjourn**

**Action:** Action: M/S Burke/Jacobs and carried on a vote of 6 to 0 to adjourn the meeting at 5:16 pm.

*The next scheduled meeting of the SASM Board is January 19, 2023, at 5:00 pm (to be confirmed).*

**STAFF REPORT**

**TO:** Sewerage Agency of Southern Marin Board Commissioners

**FROM:** Mark Grushayev, Wastewater Treatment Plant Director

**SUBJECT:** Monthly Report

**DATE:** January 19, 2023

**ISSUE:** Summary of operation and maintenance activities for December 2022.

**RECOMMENDATION:** Receive report.

**Compliance**

- There were no NPDES limits exceedances in December.
- In accordance with the reporting requirements stipulated in the NPDES permit, staff reviewed, certified, and submitted the Self-Monitoring Reports (SMRs) for November 2022 on December 28.

To view the Monthly and Annual Self-Monitoring Reports online, go to:

<http://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportEsmrAtGlanceServlet?inComm and=reset>

- Enter an Agency Name: Sewerage Agency of Southern Marin
- Select a reporting year: 2022
- Select Run Report

**Regulatory or Public Issues**

- Sanitary Sewer Overflows: None
- BAAQMD violations: None
- Unauthorized discharge: None

**Brown Act changes in 2023**

This past fall, the Governor announced the COVID-19 state of emergency will end February 28, 2023. Therefore, the agency's board must discontinue remote-only Brown Act meetings pursuant to the provisions of AB 361 (which had provided the authority to hold such remote meetings over the last year and a half) by that date.

**Laboratory**

- Elena Knuutti has taken the role of Laboratory Director as of November 16<sup>th</sup>. Laboratory Analyst began his tenure on January 3, 2023.

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- 31 • As a service for the City of Mill Valley Recreation Department, SASM laboratory coordinated  
32 the water quality analysis of the pool & spa monthly samples collected on November 8 by an  
33 outside laboratory. Samples were analyzed for total coliforms, *P. aeruginosa*, and  
34 heterotrophic bacteria. The analytical report was provided to the City on November 18.
- 35 • As a monthly plant process check, sludge profile samples were collected on December 21<sup>st</sup>.  
36 The samples included digester #1, gravity thickener, filtrate, and cake. All samples were  
37 analyzed for total solids and volatile solids, while the digester samples were further analyzed  
38 for pH, alkalinity, and volatile acids.
- 39 • Lab sampled for Monthly analysis on December 6th, the monthly report included results for  
40 metals (copper and Zinc), cyanide, ammonia, phosphorus, and nitrate + nitrite, all complied  
41 with the limits.
- 42 • Analysis results have been received from the contract laboratory and the results indicate that  
43 SASM effluent complied with the Ammonia limits in December 2022.
- 44 • A total of 7 Biochemical Oxygen Demand and Total Suspended Solids samples respectively,  
45 were sent out to a contract laboratory. Final analytical report demonstrates full compliance in  
46 our results.
- 47 • As part of the accreditation process for the ELAP renewal certificate due in June 2023, an  
48 assessment has been performed by an ELAP-approved third party assessor: Dynamic  
49 Technology Solutions on December 13 and 14, 2022. The purpose for the assessment is to  
50 evaluate the analytical methods that SASM lab is accredited for including revising  
51 documentation and traceability of analysis, maintenance and calibration of equipment,  
52 compliance with California regulations, revising standard operating procedures, and quality  
53 assurance manual.
- 54 • SASM lab will have 30 days to respond to the findings through a corrective action plan. The  
55 third-party assessors will then review and approve our corrective action plan which will then  
56 be submitted to the accreditation program which will grant the lab's certification. This also  
57 includes submittal of proficiency tests results and a fee. Due date: March 1, 2023.
- 58 • There were two qualifying storm events occurring December 1st and December 30th. Oil &  
59 Grease, Total Suspended Solids, and pH samples were collected for analysis and sent to  
60 contract lab in accordance to the monitoring requirements under the Storm Water Pollution  
61 Prevention Plan.

62

63 **Operation and Maintenance**

64 In December 2022, operations and maintenance personnel completed 207 preventive and 24  
65 corrective work orders. Below is a summary of activities during the reporting period:

66 **Odor Control** – The bio-scrubber continues to work well resulting in 0.00 ppm of H<sub>2</sub>S released  
67 to the atmosphere. Carbon media in the carbon scrubber for Sludge Thickener process continues  
68 to perform well.

69 **Headworks** – Flows into the plant were on the low side most of the month until the storm event  
70 arrived on Saturday, December 31<sup>st</sup>. During that storm event a total of 19 million gallons of  
71 sewage was processed over a 24-hour period with a peak flow of 31 MGD. Flow that exceeded  
72 plant capacity was diverted to the Equalization Basins until it could be returned when influent

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73 flows subsided. For the month of December, average flow was about 3.3 MGD and with a total of  
74 102.7 million gallons being processed.

75 **Primary Treatment** – All four primary clarifiers are online and will remain online during the wet  
76 weather season.

77 **Secondary Treatment** –The trickling filters remain in parallel mode as is standard operating  
78 procedure during the wet weather season. The ammonia levels in the final effluent remain within  
79 limits for the month of December.

80 **Secondary Clarification** – Both clarifiers are online and will remain online during the wet  
81 weather season.

82 **Effluent Pumping** – An average of 140 gallons of sodium hypochlorite was used per day for  
83 disinfection of our effluent that is pumped to Raccoon Strait.

84 **Reclaimed Water** – The reclaimed water system was taken out of service on December 2<sup>nd</sup> for  
85 winter maintenance and repairs. It will remain offline until needed again by the parks department,  
86 usually in March.

87 **Sludge Digestion** – Digester #1 is still online and performing well. Digester gas continues to be  
88 used in the boilers / heat exchangers to heat the digester. Digester #2 lid replacement project is in  
89 design.

90 **Call-outs** – There was one callout in December.

91 **Sludge** – 13 bins of sludge hauled.

92 **Grit** – 1 bin of grit hauled.

93 **USA mark-outs** - 3 were processed, 3 were marked.

94 **Training/Safety** – As of January 1, 2023, there were 3,563 days of continuous work without time-  
95 lost to accidents. Staff completed the required Fire Extinguisher Training.

96  
97

98 **CAPITAL IMPROVEMENT PROGRAM FY 2022-2023**

99 There are no major construction activities during December. Some minor issues with the new  
100 switchgear electronic components were resolved by the contractor as warranty items at no  
101 additional cost to SASM. Below is a summary of activities to date.

102

103 **Trickling Filter Media Replacement Project Status** **100 % Complete**

104

105 **WWTP Main Switchgear Replacement** **99.5% Complete**

106 The design and specifications to replace the 38-yr old 2,000-amp electrical main switchgear low  
107 bid of \$1,874,091.00 was awarded to DW Nicholson on 12/29/2020. Notice to Proceed) NTP was  
108 issued on 1/22/2021. The switchgear cabinet fabrication, circuit breakers, and electrical  
109 components all have 7+ month fabrication and build-out process. The electrical industry is  
110 experiencing material shortages, increased supply demands, plus overseas transportation and  
111 coordination issues and this contract is negatively impacted because many electrical components  
112 (relays, breakers, etc.) from Eaton are built overseas. Factory testing of the build-out of the new  
113 switchgear occurred on 11/16/2021. All tests were performed and met performance standards. The  
114 switchgear equipment delivery was received on 4/6/2022. This project required utilization of seven

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115 portable generators 24/7 for two weeks to keep the WWTP fully operational during the demolition  
116 of old main switchgear and installation of the new switchgear. On 7/18/22 PG&E disconnected  
117 utility power. Two work crews, over a two-week period, installed the new main switchgear system.  
118 This complicated task involved electronic breaker and cabinet installation, cabling, control wiring,  
119 program setting, inspection, commissioning activities. The team consisted of DW Nicholson,  
120 CAT-Peterson, EATON, PG&E, Pinnacle Power, Nute Engineering, Calton Electrical  
121 Engineering, and SASM Staff. The switchgear start-up, commissioning testing, and PG&E's  
122 utility power restoration were completed August 23 - six days ahead of schedule. Staff O&M  
123 training was conducted on August 4. Final payment is pending completion of the few final punch  
124 list items.

125  
126 **WWTP Rehabilitation Project – Phase 1 & Phase 2 Construction is 99% Complete**

127 The first phase of the WWTP Master Plan implementation began in April 2018 and is now  
128 completed. The primary goal in this initial phase is to help ensure reliable treatment of wastewater,  
129 as well as compliance with regional, State, and Federal regulations. Upgrades and rehabilitation of  
130 existing infrastructure are key components of this project. The following are ongoing and  
131 completed work activities, including change orders:

- 132 • Headworks Building Belt Filter Press Room Ventilation 100% Complete
- 133 • Rehabilitation of the Secondary Clarifier # 2 100% Complete
- 134 • Digester Gas Piping Replacement 100% Complete
- 135 • Rehabilitation of the Secondary Clarifier #1 100% Complete
- 136 • Hypochlorite Storage and Transfer System 100% Complete
- 137 • Digester Tank #1 Rehab and 50-ft Cover Replacement 100% Complete
- 138 • Digester Tank #2 Rehab and 40-ft Cover Replacement In progress
- 139 - Digester #2 Cleaning 100% Complete
- 140 - Cover Demolition 100% Complete
- 141 - Concrete repairs In Progress
- 142 - Digester piping replacement In progress
- 143 - Floating Cover Replacement In fabrication

144 The new cover will be constructed of Stainless-Steel (Grade 316) due to its high corrosive  
145 resistance material, similar in design of Digester #1 new cover.

146 All contracts change orders are listed in Table #1 below:

147

<b>TABLE #1</b>	<b>CHANGE ORDER TRACKER</b>	<i>Rev: 11/14/2022</i>	<i>NTP is 02/02/2018 (730 days)</i>	<i>Original Contract Completion 01/31/2020</i>
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#	CO Type	Change Order - Activity	Status	Cost	Additional Contract Days	Additional Contract Days Total
1		COR #1 Cancelled	<i>n/a</i>	\$0	0	0
2	Value Added	Staff Parking Lot	<i>Completed</i>	\$9,099	2	2
3	Design Deficiency	H-20 Rated Hatch Install @ Headworks	<i>Completed</i>	\$8,994	2	4
4	Value Added	Primary Clarifiers #1 & #2 Coatings	<i>Completed</i>	\$235,681	5	9
5	Change-in-Site Condition	Primary Clarifiers Bay #1 & #2: Replace w/ New SS Rails and Rehab Supports	<i>Completed</i>	\$35,089	4	13
6	Change-in-Site	Headworks: Mud Valve Replacement	<i>Completed</i>	\$2,000	2	15
7	Value Added / Change-in-Site	20 work items completed under a T & M Force Account during July - Aug	<i>Completed</i>	\$19,877	3	18
8	Value added	Sandblasting and Coating of Trickling Filter #2 Influent Pipe	<i>Completed</i>	\$47,249	4	22
9	Value Added	Primary Clarifiers Bay #1 & #2: Coating of Basin Troughs and Scum Box	<i>Completed</i>	\$34,114	3	25
10	Change-in-Site	Testing, Removal, Trucking, and Landfill Disposal of 144 tons Contaminated Soil	<i>Completed</i>	\$25,244	2	27
11	Change-in-Site	Added Color to Concrete Perimeter Wall	<i>Completed</i>	\$10,398	0	27
12	Value Added	LIT Control wiring & Power	<i>Completed</i>	\$5,841	2	29
13		COR #13 Cancelled	<i>n/a</i>	\$0	0	29
14		COR #14 Cancelled	<i>n/a</i>	\$0	0	29
15		COR #15 Cancelled	<i>n/a</i>	\$0	0	29
16	Value Added	1/4 Turn attachments to 23 plug valves	<i>Completed</i>	\$8,964	5	34
17	Change in Site	Tricking Filter #2 Base Coating <b>(CREDIT)</b>	<i>Completed</i>	<b>(\$258,039)</b>	0	34

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18	Change in Site	Trickling Filter Metal Structure Repairs	<i>Completed</i>	\$102,275	14	48
19	Value Added	22 items under T&M Force Account in Sept	<i>Completed</i>	\$33,706	4	52
20	Change in Site	Trickling Filter #2 Fiberglass Media Support Beams and CIPP Liner <b>(CREDIT)</b>	<i>Completed</i>	<b>(\$49,113)</b>	0	52
21	Change in Site	DC#5 Fuel System Leak Detection Relocation	<i>Completed</i>	\$1,957	1	53
22	Value Added	Placement and compaction of 150 tons of 3/4" base rock along PW Access Road	<i>Completed</i>	\$9,585	1	54
23	Value Added	Bypassing Influent Work: Deep excavation manhole box, new tapping saddle to 22" dia force main, riser pipe, back fill, etc.	<i>Completed</i>	\$31,870	3	57
24	Value Added	12 work items completed under a T & M Force Account during Oct 2018	<i>Completed</i>	\$30,959	5	62
25	Change in Site	Headworks Roof Web Joist Modifications	<i>Completed</i>	\$10,122	1	63
26	Change in Site	Conductors, control wire, and conduit for Headworks gate H1 & H2 actuators	<i>Completed</i>	\$10,246	2	65
27	Change in Site	Ethernet switches w/ fiber ports	<i>Completed</i>	\$8,099	2	67
28	Change in Site	Grit pumps #1 & #2 pressure switches, gauges, & control wiring	<i>Completed</i>	\$12,813	1	68
29		COR #29 Cancelled		\$0	0	68
30	Change in Site	21 work items under T&M Force Account in Nov - Dec 2018	<i>Completed</i>	\$43,374	6	74
31	Change in Site	Secondary Clarifier Base Replacement & Leveling {\$106,545 cost to 800-820007-960}	<i>Completed</i>	\$0	11	85
32	Change in Site	15 work items under T&M Force Account in Jan - March 2019	<i>Completed</i>	\$58,290	6	91
33	Value Added	Influent Pumps #1, #2, and #3 Installation	<i>Completed</i>	\$55,363	5	96



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34	Value Added	Primary Clarifiers #3 & #4 Coatings	<i>Completed</i>	\$235,681	5	101
35	Value Added	Jan-May 2019 (Electrical & Coating) T&M Work	<i>Completed</i>	\$81,990	8	109
36	Value Added	New Local Control Panels for Grit Classifier & Conveyor System	<i>Completed</i>	\$28,230	4	113
37	Change in Site	Crack Injection Repairs to Digesters & Secondary Clarifiers	<i>Completed</i>	\$52,757	3	116
38	Change in Site	Replace 16 SS Influent Channel Stop Gates	<i>Completed</i>	\$142,439	5	121
39	Change in Site	Emergency Digester Gas Piping Replacement	<i>Completed</i>	\$72,232	5	126
40	Change in Site	Grout Injection Repairs to Stabilize TF#1 Foundation	<i>Completed</i>	\$72,139	2	128
41	Change in Site	Primary Clarifier #3 & #4 Three-Water Spray Piping Replacement	<i>Completed</i>	\$33,760	2	130
42	Change in Site	Delete Trickling Filter #2 Base Coating <b>(CREDIT)</b>	<b>CREDIT</b>	<b>(\$258,039)</b>	0	130
43	Change in Site	Delete Trickling Filter #1 Pipe Liner <b>(CREDIT)</b>	<b>CREDIT</b>	<b>(\$16,746)</b>	0	133
44	Value Added	Pista Grit Replacement	<i>Completed</i>	\$12,041	3	137
45	Value Added	March - September T&M Work Tasks	<i>Completed</i>	\$19,312	4	138
46	Value Added	Headworks Belt Conveyor Spray bar	<i>Completed</i>	\$6,264	1	138
47	Change in Site	COR #47 Cancelled	<i>n/a</i>	\$0	0	138
48	Change in Site	Reusing TF #2 existing metal structure <b>(CREDIT)</b>	<b>CREDIT</b>	<b>(\$174,785)</b>	0	138
49	Change in Site	<i>Credit for unused quantities for six contract bid items (concrete repair type II, III, crack injection, etc.</i>	<b>CREDIT</b>	<b>(\$125,397)</b>	0	138
50	Value Added	<i>Delete the installation of aluminum pickets above new wall</i>	<b>CREDIT</b>	<b>(\$3,726)</b>	0	138

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51	Change in Site	<i>Misc. Credits (delete butterfly valve install at R&amp;E, 3 drain valves at PCs, and generator dual load bank load tests)</i>	<i>CREDIT</i>	<i>(\$41,281)</i>	0	138
52	Design Deficiency	<i>Installation of Above Storage Tank (AST) grounding system</i>	<i>Completed</i>	\$3,360	1	139
53	Value Added	<i>Influent Pumps #4 and #5 Installation</i>	<i>Completed</i>	\$65,054	4	143
54	Value Added	<i>Secondary Clarifier Sludge Collector Arm Metal Repairs</i>	<i>Completed</i>	\$9,682	2	145
55	Value Added	<i>Additional Site Paving Work</i>	<i>Completed</i>	\$13,448	0	145
56	Design Deficiency	<i>Headworks Ventilation Modifications</i>	<i>Completed</i>	\$246,262	90	235
57	Value Added	<i>Emergency Effluent Bypass Valves Replacement</i>	<i>Completed</i>	\$45,553	3	238
58	Design Changes	<i>(DC) #9: Harmonic Filters and DC #10 MCC-2 /MCC-4 PLC Alarms and I/O relocation</i>	<i>Completed</i>	\$77,858	3	241
59	Value Added	<i>Install Double-Pipe Containment Hypochlorite Transfer line</i>	<i>Completed</i>	\$90,055	30	271
60	Value Added	<i>Shop Bldg. Mods &amp; Door Installations</i>	<i>Completed</i>	\$18,101	2	273
61	Value Added	<i>Channel Coating work after 13 isolation gates installed</i>	<i>Completed</i>	\$41,200	10	283
62	Value Added	<i>Primary South Clarifier HOA &amp; Circuit Controls</i>	<i>Completed</i>	\$7,974	2	285
63	Value Added	<i>Headwork Bldg.: Overhead LED Lighting Installation</i>	<i>Completed</i>	\$24,920	4	289

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64	Value Added	<i>Genset Controls and Transformer Work</i>	<i>Completed</i>	\$30,895	2	291
65	Value Added	<i>Comms Wiring, Alarm, Low water Cut-off Repairs</i>	<i>Completed</i>	\$8,046	2	293
66	Value Added	<i>Bar screen, Compactor, and Grit Washer Local Controls Installation</i>	<i>Completed</i>	\$22,256	5	298
67	Value Added	<i>MCC-4 PLC Mods</i>	<i>Completed</i>	\$8,205	2	300
68	Value Added	Chlorine Contact Tube Improvements	<i>Completed</i>	\$18,510	5	305
69	Value Added	T&M Work: Jan-April 2020	<i>Completed</i>	\$90,953	7	312
70	Value Added	Metal Siding Install	<i>Completed</i>	\$9,421	1	313
71	Value Added	Primary Clarifiers and Digester Gas Pipe Protective Coatings	<i>Completed</i>	\$26,351	1	314
72	Value Added	Digester Gas Piping (Phase II) (\$148,794 cost from 2020 acct #)	<i>Completed</i>	\$0	14	328
73	Value Added	Secondary Clarifier Equipment Replacement (\$217,869 charge to 800-820007-960)	<i>Completed</i>	\$0	28	356
74	Value Added	Relocate Conveyor and Grit Classifier Controls	<i>Completed</i>	\$8,443	1	357
75	Value Added	Secondary Clarifiers Weirs & Baffle Replacements (\$121,264 charge to 800-820007-960)	<i>Completed</i>	\$0	28	385
76	Value Added	Go-No Alarm System Lighting Retrofits	<i>Completed</i>	\$2,781	0	385
77		Cancelled	--	\$0	0	387

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78	Value Added	Hypochlorite Tank & Transfer System Replacement (\$165,229 charge to 800-821009-960)	Completed	\$0	30	417
79	Value Added	Site Work and Asphalt Improvements (\$58,700 charged to 800-820005-960)	Completed	\$0	0	417
80	Value Added	Secondary Clarifier #1 & #2 Repairs (\$124,517 charged to 800-820007-960)	Completed	\$0	8	425
81	Value Added	Site Work and Retaining Wall (\$14,000 charge to 800-820004-960)	Completed	\$0	1	426
82	Value Added	Digester #1 Floating Roof Demolition (\$171,000 charged to 800-821010-960)	Completed	\$0	10	436
83	Value Added	Digester #1 Floating Roof Replacement (\$1,214,420 to 800-821010-960)	In Progress	\$0	262	698
84	Value Added	Digester #1 Tank Interior Coatings & Joint Seal (\$224,723 to 800-821010-960)	Completed	\$0	0	698
85	<b>Value Added</b>	SASM T&M Work (Nov 2020 - March 2021) (\$122,442 to 800-821009-960)	Completed	\$0	0	698
86	Value Added	Digester #1 Tank System Piping Replacement (\$101,448 to 800-821010-960)	Completed	\$0	0	698
88	Value Added	Digester Gas Piping epoxy coatings (\$43,720 to 800-821010-960)	Completed	\$0	0	698
89	Value Added	Digester #1 Crack injection CREDIT (-\$19,687 to 800-821010-960)	Completed	\$0	0	698
90	<b>Value Added</b>	<b>Tricking Filter Media #1 &amp; #2 Replacement</b> <b>(\$2,173,229 to 800-818011-960)</b>	<i>Awarded</i>	<b>\$0</b>	304	1,002
91	Value Added	Digester #1 Lid Manufacture Acceleration CREDIT (-\$20,959 to 800-821010-960)	Completed	\$0	0	1,002

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92	Value Added	Trickling Filter Media Replacement (\$2,100,000 to 800-821XXX-960)	In Progress	\$0	0	1,002
93	Value Added	Digester #1 Safety Perimeter Handrail System (\$33,614 to 800-821010-960)	Completed	\$0	0	1,002
94	Value Added	Digester #1 Lid T&M (800-821010-960)	Completed	\$0	0	1,002
95	Value Added	Demolition of Digester #2 Lid (\$178,776 to 800-82XXXX-960)	Awarded	\$0	0	1,002
96	Value Added	Digester #2 Lid Replacement (\$1,541,361 to 800-823003-960) Revised contract extension date is July 30, 2023	Pending	\$0	185	1,187
97	Value Added	Digester #2 Tank Interior Coatings (\$197,605 to 800-823003-960)	Pending	\$0	0	1,187
98	Value Added	Digester #2 Piping Replacement (\$139,689 to 800-823003-960)	Pending	\$0	0	1,187
	<b><u>Change Order %</u></b>	<b><u>8.96%</u></b>	<b><u>Total =</u></b>	<b><u>\$1,550,257</u></b>	July 30, 2023 Contract Extension	
			<i>Balance =</i>	<i>\$180,084</i>		

**STAFF REPORT**

**TO:** Sewerage Agency of Southern Marin Board Commissioners

**FROM:** Mark Grushayev, Wastewater Treatment Plant Director

**SUBJECT:** SASM Board Regular Meeting Time Change Consideration

**DATE:** January 19, 2023

**ISSUE:** Consideration of a change to the SASM Board meetings time.

**RECOMMENDATION:** Review and consider options and provide direction to staff.

**BACKGROUND:**

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), which allowed for local legislative bodies to continue conducting meetings remotely under specified conditions and includes a requirement that the governing body make specified findings. AB 361 became effective upon the expiration of Executive Order N-29-20 on October 1, 2021.

In compliance with the requirements of the declared State of Emergency and the AB 361, the SASM Board of Commissioners has been meeting remotely using ZOOM videoconferencing platform. The Board continued to review the emergency conditions on a regular basis and had adopted a relevant Resolution that was valid for a period of 30 days. The remote meetings were held at 5 pm.

**DISCUSSION:**

In October 2022, Governor Newsom announced the COVID-19 state of emergency will end February 28, 2023. Therefore, the SASM board must discontinue remote-only Brown Act meetings pursuant to the provisions of AB 361 by that date.

Historically, the regular SASM Board meetings were held at 7 PM. Staff recommends reviewing options to continue conducting meetings earlier in the day and consider an option of starting the future regular meeting at either 5:30 PM or 6:00 PM, beginning in March 2023.