

THREE RIVERS REGIONAL
WASTEWATER AUTHORITY
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Beacon Hill Water & Sewer District
City of Kelso
City of Longview
Cowlitz County

**THREE RIVERS REGIONAL WASTEWATER AUTHORITY
OPERATING BOARD
REGULAR MEETING MINUTES
February 24, 2021**

1. CALL TO ORDER and INTRODUCTIONS

Chairman Harbison called the regular meeting to order at 10:00 a.m. on Wednesday, February 24, 2021 in the Three Rivers Regional Wastewater Plant Meeting Room. Those in attendance were:

Three Rivers Regional Wastewater Authority Representative:

Patrick Harbison, Cowlitz County (Representative)
Mike Kardas, City of Kelso (Representative)
Dell Hillger, Beacon Hill Water & Sewer District (Representative)
Ken Hash, City of Longview (Representative)

Staff:

Duane Leaf, General Manager
Stephanie Helem, Acting Clerk of the Board
Dave Spencer, Board Attorney
Scott Bowman, Operations Supervisor

Guest:

Rich Gushman, Gibbs & Olson (left at 10:20 a.m.)

2. APPROVAL OF MINUTES – Regular Meeting – January 27, 2021

Mr. Hillger moved to approve the regular meeting of January 27, 2021. The motion was seconded by Mr. Hash, and carried unanimously.

3. TRRWP EXPANSION PROJECTS

A. Kelso Pump Station Force Main Pipeline Project – Update – Nothing new to report.

B. Hauled Waste System – Aerobic Digester Facility – Biosolids Dryer Project – Update

Mr. Leaf reported that the Engineering Agreement Amendment #1 has been executed and Kennedy/Jenks has been issued a Notice to Proceed letter to begin work. A virtual project kick off meeting is scheduled for March 4.

C. Generator Project – Mr. Leaf introduced Rich Gushman, with Gibbs and Olson, who provided an update on the Generator Study and additional information for *Agenda Item K, Port of Longview Industrial Rail Corridor*.

Generator Study. Mr. Gushman reported that the Kelso Pump Station (KPS) study should be ready for the Board to review by the end of March, followed in April with the South Effluent Pump generator study. Elcon will be onsite next Tuesday to check the electrical on the South Plant. The estimated lead-time once the KPS generator sizing is identified, feedback from the manufacturer, and

after approved submittals, is approximately 16 weeks or 4 months. The South Effluent Pump generator lead-time is approximately 4 to 6 months because it is a much bigger generator.

Agenda Item K. Port of Longview Rail Project. Included in the packet for the Board's review are drawings of the Port of Longview's original proposal of rerouting the line and replacing with new pipe, and a new proposal of supporting the existing line and encasing it.

Mr. Gushman gave a brief overview and timeline of the Force Main Project. He then outlined the risks associated with the Port of Longview's new proposal; risks outweigh the rewards. Mr. Gushman suggested that the Board advocate for the initial proposal. After further discussion of risks and impacts, the Board's consensus is to deny the Port of Longview's new proposal. Mr. Gushman will draft a denial letter and provide to Mr. Leaf to send to the Port of Longview.

D. South Plant Blower Project

Mr. Leaf reported that he had a meeting with Ameresco on January 25 to discuss process and goals. There will be an onsite meeting tomorrow at 10:00 a.m. for Ameresco to look at the North Plant. TRRWA is still moving ahead in getting Ameresco to change their scope of the project to address all the issues TRRWA wanted addressed. A cost analysis will be forthcoming to the Board in the spring or early summer; budget numbers will need to be discussed if the Board would like to proceed. Rich Gushman with Gibbs & Olson is the Engineer for this project.

4. STAFF'S REPORT

A. Financial Reports – Through January

The financial report through January was included in the packets for the Board's review. Mr. Leaf reported that we are at 8% of expenses, good news.

B. Entity Flow Percentages – Through January

The January Entity Flow Percentages Report was included in the packets for the Board's review. Mr. Leaf stated that it was the second wettest January since 2018, so entity percentages reflect this.

C. Plant Flow & Rainfall Graph – Through January

The January Plant Flow & Rainfall Graph was included in the packets for the Board's review.

D. SDC Report – Through January

The January SDC Report was included in the packets for the Board's review. Mr. Leaf reported that we are ahead of revenue projections.

E. Septage/Hauled Waste Charges – Through January

The January Septage/Hauled Waste Report was included in the packets for the Board's review. Mr. Leaf reported that we had a superior January for Septic Hauled Waste Charges; Mr. Leaf commended Scott Bowman for handling the volume. If we follow this projection for the rest of year, it could be our best year ever. He noted that there has been several new hauled waste customers. Mr. Leaf commended both Scott Bowman and Gordy Nelson on tandemly running the process.

F. NPDES Permit

1. Application – Update

Mr. Leaf reported that he received the permit Friday afternoon. Mr. Leaf reviewed it and it looks like we thought it would look like; did not like the ammonia benchmark and the increased biosolids monitoring. This increases our costs, monitoring, and reporting. Mr. Leaf will review

the permit with Scott Bowman and Gordy Nelson. The permit has been forwarded to Nancy Judd with Windward Environmental for review.

2. Discharge Monitoring Reports (DMR) – January

Included in the packet is a copy of the electronic version of our January Discharge Monitoring Reports for the Board's review.

G. Lab & Pretreatment – January Update

Included in the packets is a summary of the Lab and Pretreatment Operations in January for the Board's review. Mr. Leaf briefly went over this report.

Mr. Leaf reported that we are working with Ecology on the Port of Longview's permit on increasing their flow from 20,000 gallons a day to 100,000 gallons a day. TRRWA can handle the flow and this helps support the business community. On the negative side, their ammonia discharge has been based on a mass limit instead of a concentration limit; this was before our pretreatment policies and ordinances. The Port may ask the Board for a variance at a future meeting. Mr. Leaf does not recommend the Board allow a variance.

Mr. Hillger asked about the Headquarters' Landfill high strength limit with the BOD. Mr. Leaf responded that an aerator was installed and was ran for a few weeks. TRRWA is waiting for the test results from ALS. The results would indicate if two weeks of aeration dropped the BOD. This will be tested once per week.

H. Operations – January Update

Included in the packets is a summary of Operations' activities in January for the Board's review. Mr. Bowman briefly went over the report. We continue to receive more calls to take septage and accommodate other plants as needed. We had a few COVID scares and were able to isolate staff before they came back to work.

Mr. Leaf has asked Kennedy/Jenks to make sure to re-look at hauled waste customers and biosolids customers within driving distance. It is critical to make sure the aerobic digester and sludge drying system is big enough to handle volume. Brief discussion followed on prioritizing customers and scheduling.

I. Maintenance – January Update

Included in the packets is a summary of Maintenance's activities in January for the Board's review. Mr. Leaf briefly went over the report. We have replaced heaters in the easily accessed thermoblender several times. Now we will be replacing them in the thermoblender, which will require part of the wall of the building to be removed in order to pull the thermoblender. A contractor will need to be hired for this project.

J. Biosolids Program – Update

Included in the packets is a letter addressed to the Department of Ecology for the Board's review. Mr. Leaf explained that the Annual Biosolids Report is required to be submitted electronically with a signatory designee. Mr. Leaf recommended the Board designate the General Manager as the signatory authority until revoked.

Mr. Kardas moved to designate the General Manager as the TRRWA signatory authority for the submittal of the Annual Biosolids Report. The motion was seconded by Mr. Hillger, and carried unanimously.

K. Port of Longview Industrial Rail Corridor – Update

Discussed in Agenda Item 3.C. above.

L. Kelso Pump Station Land Ownership

Mr. Leaf reported that a Cowlitz County staff member contacted him asking if he was aware that the County owned the land under the Kelso Pump Station including the driveway, and that the County wanted TRRWA to gain ownership. Mr. Leaf asked the Board if they would like him to pursue acquiring the Kelso Pump Station land. The Board concurred that no money should be exchanged and look at a Quit Claim process.

Mr. Hillger moved to authorize Duane Leaf, as the General Manager, to conduct negotiations to Quit Claim the parcel at the Kelso Pump Station from Cowlitz County to TRRWA. The motion was seconded by Mr. Hash, and carried unanimously.

5. APPROVE/RATIFY VOUCHERS – January

Mr. Hillger moved to approve/ratify the January claims in the total amount of \$489,687.91 from the Maintenance Fund. The motion was seconded by Mr. Kardas, and carried unanimously.

6. CORONAVIRUS PLAN & ACCOMMODATIONS

Mr. Leaf reported that we continue to work under the COVID modified schedule. He credited his staff for how they have worked together during these unrepresented circumstances. He plans to continue to monitor the active case numbers before considering a return to the normal work schedule. Two staff members have received the COVID vaccine to date. If enough staff members receive the vaccine, we can consider going back to a regular schedule.

7. OTHER

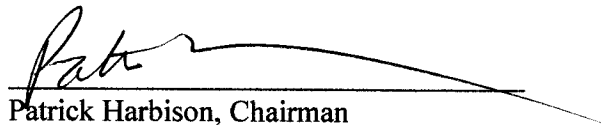
Mr. Leaf reported that there was a water main break by the admin building on Saturday. Advanced Excavating Specialists conducted the work to fix the break.

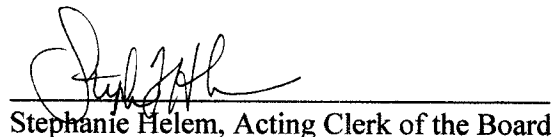
8. ADJOURNMENT

Being no further business to come before the Three Rivers Regional Wastewater Authority, the meeting was adjourned at 10:48 a.m.

THREE RIVERS REGIONAL WASTEWATER AUTHORITY

Approved: March 24, 2021


Patrick Harbison, Chairman


Stephanie Helem, Acting Clerk of the Board