

THREE RIVERS REGIONAL
WASTEWATER AUTHORITY
467 Fibre Way, Longview, WA 98632
TEL (360) 577-2040 / 577-2020
FAX (360) 577-2041

Serving & Operated By:
Beacon Hill Water & Sewer District
City of Kelso
City of Longview
Cowlitz County

**THREE RIVERS REGIONAL WASTEWATER AUTHORITY
OPERATING BOARD
REGULAR MEETING MINUTES
January 17, 2024**

1. CALL TO ORDER and INTRODUCTIONS

Chairman Kardas called the regular meeting to order at 10:00 a.m. on Wednesday, January 17, 2024 in the Three Rivers Regional Wastewater Plant Meeting Room. Those in attendance were:

Three Rivers Regional Wastewater Authority Representative:

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

Staff:

Duane Leaf, General Manager
Stephanie Helem, Acting Clerk of the Board
Allen C. Unzelman, Board Attorney *via phone*
Joe Jordan, Lab Manager
Kevin Olds, Maintenance Supervisor
Jeff Baker, T.E.A. President

2. PUBLIC COMMENTS

Mr. Kardas asked if there was any member of the public present and wants to make a comment to the Board. Hearing no other comment, Mr. Kardas proceeded with the meeting.

3. MEETING MINUTES – Regular Meeting – December 20, 2023

Mr. Hillger moved to approve the regular meeting minutes of December 20, 2023. The motion was seconded by Mr. Hash, and carried unanimously.

4. TRRWP EXPANSION PROJECTS – UPDATES

A. Solids Handling Improvements – Update

Mr. Leaf expressed his concern with Andritz not getting their submittals to Kennedy Jenks as scheduled. As a result, this has pushed the bidding until the end of January.

Mr. Leaf indicated that some time ago bond counsel expressed TRRWA might have to enact a fund balance policy for the Maintenance fund, mirroring what we have practiced in the past. Mr. Leaf is not sure if the bond counsel has changed their mind so we may see this new policy in the future.

Included in the Board packet is a draft Public Works Board Construction Funding Contract for the Board's review and consideration. Mr. Leaf reported that this was awarded to TRRWA in September 2023; we just received the contract draft last week. Mr. Leaf recommended the Board to approve the draft with any subsequent additions reviewed by TRRWA staff and Attorney Unzelman; this would

eliminate the need for a special meeting in the future, unless there was a significant change in the contract.

Mr. Hash moved to enter into the Public Works Board Construction Funding Contract and authorize the Chairman to sign it when finalized by TRRWA staff and Attorney Unzelman. The motion was seconded by Mr. Hillger, and carried unanimously.

Mr. Leaf stated that the Public Works Trust Fund Board considers the contract retroactive to the award date in September; this will resolve any cash flow issues.

B. Generators

Mr. Leaf reported that the installation of the South Plant generator and ATS started the first week of January. This week, work was delayed due to inclement weather. The generator is expected to be installed and ready by the end of February; however, Peterson CAT cannot schedule to commission it until April. Mr. Leaf will follow-up with Peterson CAT to see if this date can be moved up.

C. South Plant Blower

Mr. Leaf reported that the new blower has been working great. He noted that accounting staff needs to confirm Ameresco has provided all required information, including prevailing wage documentation, before final payment can be made.

D. Chlorination System

Mr. Leaf reported that data information was provided to Kennedy Jenks who is exploring this to see if the new vendor interference is an issue. Mr. Jordan gave an overview of the results and Kennedy Jenks has passed this information onto the manufacturer.

E. PFAS Evaluation

1) Project Update

Mr. Leaf reported that we received the draft report for the PFAS evaluation; staff is currently reviewing it. Mr. Leaf anticipates releasing it to the Board at the February or March Board meeting.

2) Department of Ecology Study

Mr. Leaf reported that the Department of Ecology (ECY) has invited TRRWA to participate in a Biosolids PFAS sampling program to be conducted and paid for by ECY. The participants in the study would be confidential; however, we could be identified via an ECY public records request. He indicated that both himself and Lab Manager Jordan see this as potentially being beneficial to TRRWA, and the Biosolids community; however, TRRWA could potentially be exposed to heightened public scrutiny via ECY's broader public exposure.

The Board discussed the pros and cons of participating in the program. It was the consensus of the Board not to participate in the Department of Ecology's Biosolids PFAS sampling program.

F. Backflow Prevention Study

Mr. Leaf reported that staff approved the final plans and Engineer Report from Windsor. Mr. Leaf will coordinate a meeting with the City of Longview to review the report before submitting them to the Washington State Department of Health for their approval.

G. Headworks Study

Mr. Leaf reported that Gibbs & Olson is continuing to work with their consultant. The project is on track; we anticipate having the study completed in April 2024.

5. SYSTEM DEVELOPMENT CHARGES (SDC)

A. Port of Longview

Mr. Leaf reported that we have not received the Port of Longview's SDC payment of \$260,052.

B. IRM

Mr. Leaf reported that we received payment from the City of Longview.

C. Solvay

Mr. Leaf reported that TRRWA staff met with Solvay and City of Longview to discuss the fact that Solvay has been discharging flow in excess of the SDC that they purchased, as well as addressing ongoing pretreatment issues. Solvay has agreed to pay the additional SDCs and they have proposed a calculation based on an average monthly flow rather than daily max flow. A brief discussion followed on summer flow vs. winter flow and Solvay paying the full SDCs not based on seasonal flow.

6. STAFF'S REPORT

A. Financial Reports – Through December

The financial report through December was included in the packets for the Board's review. Mr. Leaf reported that we made budget in 2023.

B. Entity Flow Percentages – Through December

The December Entity Flow Percentages Report was included in the packets for the Board's review. Mr. Leaf reported the percentages are typical for December.

C. Plant Flow & Rainfall Graph – Through December

The December Plant Flow & Rainfall Graph was included in the packets for the Board's review. Mr. Leaf reported that the flow is average for December.

D. SDC Report – Through December

The December SDC Report was included in the packets for the Board's review. Mr. Leaf reported that we are well over budget and have not received payment for the Port of Longview's SDC as of yet.

E. Septage/Hauled Waste Charges – Through December

The December Septage/Hauled Waste Report was included in the packets for the Board's review. Mr. Leaf reported that we are approximately \$500 below the all-time record for hauled waste revenue due to the one-month suspension of septage deliveries mid-year. Mr. Leaf mentioned that we have had an issue with past customers no longer using TRRWA for biosolids. Mr. Leaf will follow-up with those customers directly to find out why.

F. NPDES Permit – Discharge Monitoring Report (DMR) – December

Included in the packet was a copy of the electronic version of our December Monitoring Report for the Board's review.

G. Lab & Pretreatment

1) December Update

Included in the packets was a summary of the Lab and Pretreatment activities in December for the Board's review. Mr. Jordan briefly went over the report. Mr. Jordan and Mr. Andersen toured Solvay's facility on January 9 to get a better understanding of their processes. Solvay provided an update that they are good to go on using the alternate acid; switching from nitrate to phosphoric. More importantly, they explained that they have a new standard operating procedure for solvent removal; this was detected on the initial grab sample from their discharge and also by our Operators whenever there is a Solvay plant shutdown/start-up. Solvay has changed their standard operating procedure in that the centrifuges are up and running to the proper temperature prior to discharging.

Mr. Leaf indicated that Longview staff has said they can always smell the solvent odor at the pump station. He would like to follow up with Longview staff and see if there continues to be an odor at the pump station with Solvay's procedural changes. The pretreatment policy does not allow things that cause odors to be discharged in the sewer system. Solvay's permit is coming up for renewal and they will be submitting an application by April. If the solvent issue is not solved, Mr. Leaf will suggest to the Department of Ecology (ECY) to have conditions in their permit for solvent monitoring.

Mr. Jordan is continuing to have discussions with Solvay on their SDCs and winter vs. summer flows; ECY's permit writer is aware of these discussions. Our sampling strategy will be to target around shutdown/start-up times.

Mr. Leaf wants the Board to be well informed of this subject because he believes that Solvay may want to speak to the Board in the future about their flow being more restrictive in the summer than the winter.

Mr. Jordan reported that for the Lab it has been determined that hydrogen sulfide analysis is not required in our SWCAA permit conditions; this will be removed from the quarterly scope and be a significant cost savings. Mr. Jordan mentioned that the Lab will be accepting additional BOD & TSS samples from the Stella Wastewater Treatment Facility due to changes in their permit.

Mr. Jordan commended Operations and Maintenance staff for being prepared for the recent rain event.

2) Divert – Nothing new to report.

3) Headquarters' Landfill

Mr. Jordan reported that the Headquarters' Landfill has confirmed they will be taking the surplus South Plant blower.

4) Industrial/Categorical Sampling Reimbursement – Resolution #OB 24-205

Included in the packet was a proposed resolution and background information to support having Categorical Industrial pretreatment monitoring expenses reimbursed to TRRWA based on the industry's ECY permit required sampling frequency for the Board's review and consideration. Mr. Jordan reported that this proposal is how Foster Farms' monitoring has been done, and this would put all Categorical and Significant Industrial Users on the same playing field. Mr. Leaf reported this would assist in alleviating the cost burden on domestic waste dischargers for

monitoring. He asserts that TRRWA needs to be more consistent on collecting revenue from industries. Mr. Jordan mentioned that Foster Farms sampling frequency is three times a week; the estimated cost per month ranges from \$1,200 to \$1,500. Mr. Leaf recommended the Board look at not taking sampling revenue from Foster Farms or collect similar revenue from other users because that would be handling sampling fees the same way. A discussion followed. Mr. Hillger suggested looking at the policy language of 'shall' vs. 'may'. Mr. Hash suggested that this be delayed until adequate notification is given to industries that are affected with these fees. Mr. Harbison suggested this be delayed until he can speak with Michelle at the landfill to gauge her reaction. Mr. Kardas suggested tabling this for now and look at changing the policy mid-year. It was the consensus of the Board to table this item for further discussion.

H. Operations – December Update

Included in the packets was a summary of Operations' activities in December for the Board's review. Mr. Bowman was unavailable; Mr. Leaf briefly went over the report.

I. Maintenance – December Update

Included in the packets was a summary of Maintenance's activities in December for the Board's review. Mr. Olds briefly went over the report. Maintenance is currently getting quotes for the #2 centrifuge rebuild; we are currently using the spare unit. Mr. Leaf commended the Board on allowing the purchase of the spare rotating assembly.

J. Port of Longview Industrial Rail Corridor.

Mr. Leaf reported that the Port of Longview recently submitted their plan back to TRRWA. Mr. Leaf forwarded this to Mr. Gushman with Gibbs & Olson, to make sure this matched what the Board conceptually approved.

1) Easements

Mr. Leaf had nothing new to report.

2) Land Purchase

Mr. Leaf had nothing new to report.

7. APPROVE/RATIFY VOUCHERS – December

Mr. Hillger moved to approve/ratify the December claims in the total amount of \$637,736.37 from the Maintenance Fund and \$381,501.71 from the Reserve Fund. The motion was seconded by Mr. Hash, and carried unanimously.

8. PERSONNEL – Clothing Allowance Memorandum of Agreement

Included in the packet are Memorandum of Agreements from T.E.A. and AFSCME regarding changes to the clothing allowance language in the labor agreement for the Board's review and consideration. Mr. Leaf reported that this agreement provides for the full clothing allowance benefit in a given year for employees after they complete their probationary period. Currently it is prorated from the point of completing their probationary period going forward.

Mr. Hillger moved to enter into the Memorandum of Agreements with T.E.A. and AFSCME allowing for the full clothing allowance benefit in a given year for employees after they complete their probationary period. The motion was seconded by Mr. Hash, and carried unanimously.

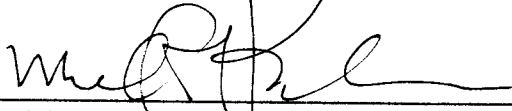
9. OTHER – None

10. ADJOURNMENT

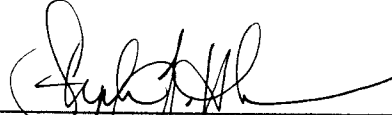
Being no further business to come before the Three Rivers Regional Wastewater Authority, the meeting was adjourned at 10:54 a.m.

THREE RIVERS REGIONAL WASTEWATER AUTHORITY

Approved: February 21, 2024



Michael G. Kardas, Chairman



Stephanie Helem, Acting Clerk of the Board