

**THREE RIVERS REGIONAL WASTEWATER AUTHORITY
OPERATING BOARD
REGULAR MEETING MINUTES
August 21, 2024**

1. CALL TO ORDER and INTRODUCTIONS

Chairman Kardas called the regular meeting to order at 10:00 a.m. on Wednesday, August 21, 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)
Chris Collins, City of Longview (Representative)
Dell Hillger, Beacon Hill Water & Sewer (Representative)
Susan Eugenis, Cowlitz County (Representative)

Staff:

Duane Leaf, General Manager
Debbie Stanley, Clerk of the Board
Joe Jordan, Lab Manager
Scott Bowman, Assistant General Manager
Kevin Olds, Maintenance Supervisor
Jeff Baker, T.E.A. President
Robbie Sanders, AFSCME President

Guest

Tim Schulz, City of Longview Project Engineer

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 – July 17, 2024

Mr. Hillger moved to approve the regular meeting minutes of July 17, 2024. The motion was seconded by Mr. Collins, and carried unanimously.

4. TRRWP EXPANSION PROJECTS – UPDATES

A. Solids Handling Improvements – Update

Mr. Jordan reported that primary clarifier #2 pile drilling is done; they have started the pile drilling for the aerobic digester. The piles installed for the aerobic digester are requiring much more grout than the test pile indicated. Assuming these conditions persist, we are estimating a change order of around \$500,000 for the overage. He noted that the project contingency is \$4,200,000.

Mr. Jordan reported that we received our first two payment requests from the Public Works Trust Fund Loan. Ms. Stanley noted that this leaves approximately \$1.6 million left to submit for payment, plus the 5% retainage of \$500,000 at the completion of the project (Spring 2026). We have requested

amending the scope of work so that we can get the retainage sooner. In addition, we are hoping to get an amortization schedule soon to include in the proposed 2025 budget.

B. Generators

Mr. Jordan reported that we are still waiting for releases from Labor & Industries and the Department of Revenue to release Tapani's retainage. Gibbs & Olson indicated they would have the bid specifications ready for TRRWA's staff to review next week.

C. South Plant Blower

Mr. Jordan reported that Ameresco held the project closeout meeting. A final project recap meeting will be held in November 2024; all of the equipment and technical assistance is under warranty until that time. Last week, we received a request from DES to close the DES portion of the project. We will have Attorney Unzelman review that request. We still have Weights & Measurement work to be conducted in November 2024 by Ameresco, so the project cannot be considered complete until that time. Ameresco will need to submit the final costs in their Affidavit of Wages Paid to the Department of Labor & Industries for approval in order to close the project and the release of their retainage.

D. Chlorination System

Mr. Jordan reported that Bromide sampling for establishing baseline concentrations in TRRWA's effluent, for consideration of a chlorine analyzer, was completed in July. The results have been compiled and submitted to Kennedy Jenks for review.

E. Headworks Study

Mr. Jordan reported that Gibbs & Olson is working on the Volatile Organic Compound assessment and limit determination with the first draft expected by the end of August. Staff completed their review of the revised draft study and had no further comments or questions.

5. ACTION ITEMS

A. Special Condition – Sutton Trucking LLC for Lime – Resolution No. OB 24-206

Included in the packet was Resolution No. OB 24-206 to provide the trucking of Quicklime without seeking bids as a "Special Condition" for the Board's review and consideration. Mr. Jordan reported that Sutton Trucking provides the transportation of the lime used in RDP for the biosolids production and is the only viable option in the area for this service. Sutton Trucking has increased its hauling rates in excess of the General Manager's spending authority and would require going through the bidding process. That process would not be of any benefit due to them being the only provider in our area. He also noted that we will only require lime delivery for a little over one year until upgrades have been installed.

Mr. Hillger moved to adopt Resolution No. OB 24-206 approving the Special Conditions for Sutton Trucking to provide trucking of high calcium quicklime without seeking bids as a Special Condition under the provisions of RCW 39.04.280(1)(b). The motion was seconded by Mr. Collins, and carried unanimously.

B. AFSCME Local 334W – Memorandum of Agreement for After-Hours Standby/On-Call

Included in the packet was a proposed Memorandum of Agreement between TRRWA and AFSCME Local 334W for after-hours standby/on-call of all Operators for the Board's review and consideration. Mr. Jordan reported that, as a means of further safeguarding the plant processes during the hours when no staff are onsite, the proposed Memorandum of Agreement would establish a rotating on-call schedule, amongst all Operators, to be responsible for responding to Operational alarms/call outs. He briefly explained that TRRWA would provide the on-call Operator with a plant cellular phone for receiving the call out notifications. In doing so, the response to call outs are expected to drastically

improve as the call out will go directly to a designated Operator instead of a call out list. The Operators will rotate on a weekly basis and will have the option to receive \$35.00 or one (1) hour of comp-time per day during their on-call coverage. The total cost to TRRWA for this added protection is approximately \$12,740 per year. Mr. Leaf briefly explained the current procedure's shortcomings which include delayed response times and notifications not being received. He commended Mr. Jordan and Mr. Bowman on their efforts to come up with this option. Mr. Jordan thanked AFSCME for working with Staff on resolving the issue.

Mr. Collins moved to approve the Memorandum of Agreement for After-Hours Standby/On-Call between TRRWA and AFSCME Local 334W. The motion was seconded by Mr. Hillger, and carried unanimously.

6. SYSTEM DEVELOPMENT CHARGES (SDC)

A. Solvay

Mr. Jordan reported that Solvay's remediated SDC cost, after reporting that they will be applying for less discharge than originally requested, is now estimated at just under \$775,000.00. He noted that Solvay continues to work with the City of Longview to gain approval for implementing a payment plan and that the intended duration of the payment plan will be ten (10) years.

B. Rate Assessment – FCS Group

Mr. Jordan reported that staff contacted the FCS Group for updating TRRWA's assessment of SDCs and hauled waste rates in consideration of the plant upgrades. The cost for the assessment is anticipated to be at \$39,000, which is less than the General Manager's spending authority, and is planned to be conducted September through November. He noted that staff is reviewing the assessment's proposed contract.

7. STAFF'S REPORT

A. Financial Reports – Through July

The financial report through July was included in the packets for the Board's review. Mr. Jordan reported that expenses continue to trend back towards meeting budget; we are now tracking at 1% over budget. Staff is working to control expenses and we are on track for achieving revenues well above what was budgeted. The combination of those efforts is expected to be successful in attaining budget liquidity.

B. Entity Flow Percentages – Through July

The July Entity Flow Percentages Report was included in the packets for the Board's review. Mr. Jordan reported that it was a typical flow percentage month for this time of year.

C. Plant Flow & Rainfall Graph – Through July

The July Plant Flow & Rainfall Graph was included in the packets for the Board's review. Mr. Jordan reported it was a typical flow month for this time of year.

D. SDC Report – Through July

The July SDC Report was included in the packets for the Board's review. Mr. Jordan reported that we are \$1 million over budget for anticipated SDC revenue.

E. Septage/Hauled Waste Charges – Through July

The July Septage/Hauled Waste Report was included in the packets for the Board's review. Mr. Jordan reported that we are trending towards the best revenue year ever for the hauled waste program. He commended Operations and Maintenance for their work on achieving this.

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

Included in the packet was a copy of the electronic version of our July Monitoring Report for the Board's review. Mr. Jordan mentioned the following six (6) quality control notes that were reported on the July DMR: 1) Three of the notes were for effluent temperature readings being disrupted and requiring calculation; July 2, 15, and 22; 2) a single note for July 15 total flow of which was due to a planned outage. The total flow as not totalized for approximately five hours and so the daily flow was calculated using a 7-day average; 3) on July 7 the CBOD analysis effluent dilutions were depleted in excess of the of the maximum depletion criteria. The results were still calculated and the highest result was reported as an estimate; 18mg/L; and 4) the July 3 TSS analysis had both TSS standards exceeded the upper control limit. This has been an on-going issue. The laboratory has purchased and is using a new standard to eliminate the possibility of the existing standard being poor quality resulting in exceeding the control limits.

G. Lab & Pretreatment

1) July Update

Included in the packets was a summary of the Lab and Pretreatment activities in July for the Board's review. Mr. Jordan briefly went over the report.

2) Divert – Nothing new to report; ECY working on draft NPDES Permit.

3) Foster Farms

Mr. Jordan reported that Foster Farms exceeded BOD concentration limits on the majority of sampling events for the month. Foster Farms believes the cause of the increase is due to additional Peracetic Acid usage, which Foster Farms reports was required by the USDA. Mr. Jordan noted that Peracetic Acid is known to raise BODs results as a byproduct of its use. Foster Farms is working with a wastewater consultant to resolve the issue.

4) Solvay

Mr. Jordan reported that the weekly routine check-ins continue and the facilities discharge flow is currently limited to 65 gpm to minimize impacts to the TRRWA plant and the City of Longview's wet well. Staff received an Agreed Order draft from the Department of Ecology (ECY) August 8 to review and provide comment. The Agreed Order will stipulate corrective actions Solvay must implement to resolve the impacts to TRRWA and the City of Longview's wet well. He noted that after reviewing the draft Order jointly with the City of Longview, the City of Longview has requested to ECY that Solvay have hydrogen peroxide testing be required in the NPDES Permit.

5) National Products – Ram Mounts (Kelso)

Mr. Jordan reported that this business purchased an existing warehouse and is proposing to install a powder coating line that will discharge the wash unit water to sanitary sewer. Due to the nature of the process, the facility is considered a Categorical Industrial User and requires a State Discharge Permit. The Department of Ecology's Industrial Operation Unit has been notified and the facility is in the pre-application phase of acquiring a discharge permit.

H. Operations – July Update

Included in the packets was a summary of Operations' activities in July for the Board's review. Mr. Bowman briefly went over the report. He noted that we are prepared for the scheduled August 29 power outage to prevent the settling issues we experienced in July.

I. Maintenance – July Update

Included in the packets was a summary of Maintenance’s activities in July for the Board’s review. Mr. Olds briefly went over the report.

8. APPROVE/RATIFY VOUCHERS – July

Mr. Collins moved to approve/ratify the July claims in the total amount of \$495,350.67 from the Maintenance Fund and \$2,149,590.49 from the Reserve Fund. The motion was seconded by Mr. Hillger, and carried unanimously.

9. PERSONNEL

Mr. Jordan reported that two internal applicants were interviewed for the position of Lab Manager and that Lead Operator Josh Rader was the successful candidate. Mr. Rader will remain in his current position and shift until December 16, 2024, when he will take over the new role. Until that time, Mr. Rader will be provided training for the new role. He noted that Mr. Rader has 10 years of experience in wastewater and that he is confident in Mr. Rader’s success in the new role. Mr. Jordan added that we have advertised for an Operator position to fill his vacancy. We anticipate the new hire to start October 1.

10. OTHER

A. 2025 Budget - SDC Estimates

Mr. Jordan reported that we are working on the draft 2025 Budget. As part of developing the budget, he requested that the Member Entity’s provide their estimated SDC revenues for 2025. He would like it for the September Board meeting, when the first draft is presented to the Board for review.

B. WCIA Full Board Delegate

Mr. Jordan reported that we have completed all of the required WCIA Board meeting and training requirements for 2024. Therefore, we would like to change the Board Delegate from Duane Leaf to Joe Jordan. The Board concurred.

C. Kelso Pump Station Force Main Signage

Mr. Jordan reported that a homeowner in the new subdivision near the Kelso Pump Station removed TRRWA’s force main line crossing sign and one of the posts. That same homeowner then proceeded to install a bat house on the other post. Mr. Leaf indicated that the homeowner called him and complained of the sign. Mr. Leaf told him that the sign must stay up in that location, regardless if the homeowner liked it.

11. ADJOURNMENT

Being no further business to come before the Three Rivers Regional Wastewater Authority, the meeting was adjourned at 10:26 a.m.

THREE RIVERS REGIONAL WASTEWATER AUTHORITY

Approved: September 18, 2024



Michael G. Kardas, Chairman
Susan Eugenis, Vice Chairperson



Debbie Stanley, Clerk of the Board