



**LINCOLN-SMD 1 WASTEWATER AUTHORITY
MEETING AGENDA**

Regular Meeting of the Board of Directors

Lincoln City Hall, Third Floor Council Chambers
600 Sixth Street, Lincoln, CA 95648

March 8, 2024, at 10:00 a.m.

The public may also observe and participate in the meeting via Zoom at the following videoconferencing link:

https://us06web.zoom.us/webinar/register/WN_L2bYfOdARYiQxL2vDwckAQ

Board of Directors

COUNTY OF PLACER

Jim Holmes, Chair
Shanti Landon

CITY OF LINCOLN

Holly Andreatta, Vice Chair
Dan Karleskint

General Manager and Secretary

George Barber

Legal Counsel

Wes Miliband

PRELIMINARY MATTERS

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. PUBLIC COMMENT ON NON-AGENDA ITEMS

Any member of the public wishing to address the Board of Directors regarding items not on the Agenda within the Authority's subject matter jurisdiction should do so at this time. With respect to items on the Agenda, the Board will receive public comments at the time the item is opened for discussions, prior to any vote or other Board action. A three-minute time limit is requested. Please complete a speaker card and submit it to the General Manager at the meeting.

ACTION CALENDAR

- 1. APPROVAL OF MINUTES – 02/16/24 Special Meeting
- 2. CONSENT ITEMS



It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Calendar for discussion, it will be considered separately. The consent calendar may be approved by a single motion to approve, followed by a second and then a call for vote.

- 2.1 CONSIDER APPOINTING GEORGE BARBER AS THE DESIGNATED CIVIL ENGINEER FOR LiSWA – Consider approval of the Board to designate George Barber as the designated Civil Engineer for LiSWA.
3. GENERAL MANAGER'S REPORT AND UPDATE – A written and verbal report.
4. OPERATIONS REPORT AND UPDATE – A written and verbal report.
5. RESOLUTION OF THE BOARD OF DIRECTORS OF LiSWA AUTHORIZING LiSWA SUPERVISION AND REGULATION OF THE WWTRF EXISTING SIX BASINS/PONDS AND THE FUTURE TERTIARY STORAGE BASIN 3 – Presentation, discussion, and potential action to adopt Resolution 2024-02 authorizing LiSWA to supervise and regulate the WWTRF existing basins/ponds and future tertiary storage basin 3.
6. CONSIDER THE CANCELLATION OF THE JUNE 2024 BOARD MEETING AND SET A SPECIAL BOARD MEETING DATE – Consider the cancellation of the June 2024 Board meeting and set a Special Meeting on a date to be chosen by the Board.- Discussion and possible action.
7. WASTEWATER TREATMENT AND RECLAMATION FACILITY REPLACEMENTS – Consider approval to amend the budget for the purpose of equipment replacements.
8. APPROVAL AND AUTHORIZATION TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH STANTEC FOR THE OPERATION OF LiSWA FACILITIES TO CONTINUE OPERATIONS UP TO TWO MONTHS – Consider approval of an amendment to the operations agreement with Stantec to continue operations for up to an additional two months (potentially through August 2024) in an amount up to \$1,440,584 and authorize the General Manager to execute the agreement.
9. LEGAL REPORT – Counsel will provide a verbal report if relevant legislative, case, or related developments have occurred.
10. DIRECTOR'S COMMENTS
11. CLOSED SESSION MATTERS: CONVENE TO CLOSED SESSION FOR MATTER(S) LISTED ON THE AGENDA
 - 11.1 Public Employee Evaluation
(Government Code § 54957(b)(1))
Title: General Manager and Board Secretary

ADJOURNMENT

THE FOLLOWING INFORMATION IS PROVIDED TO ASSIST WITH PUBLIC PARTICIPATION:



Americans with Disabilities Act (ADA): In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the Lincoln City Clerk's Office at (916) 434-2490. The meeting room is wheelchair accessible and disabled parking is available. Notification at least 24 hours prior to the meeting or time when services are needed will assist staff in assuring reasonable arrangements can be made to provide accessibility to the meeting or service.

Agenda Availability: The main posting location of the LiSWA Agenda is on the public kiosk outside the entrance of Lincoln City Hall, 600 6th Street, Lincoln, California. Agenda Packets are available for review at the Lincoln City Clerk's Office, 600 6th Street, Lincoln, California.



**LINCOLN-SMD 1 WASTEWATER AUTHORITY
MEETING MINUTES**

Special Meeting of the Board of Directors

February 16, 2024, at 10:00 a.m.

Board of Directors

COUNTY OF PLACER

Jim Holmes, Chair
Shanti Landon

CITY OF LINCOLN

Holly Andreatta, Vice Chair
Dan Karleskint

General Manager and Secretary

George Barber

Legal Counsel

Wes Miliband

PRELIMINARY MATTERS

- A. CALL TO ORDER - *The meeting was called to order at 10:00 am.*
- B. PLEDGE OF ALLEGIANCE -*The pledge was led by Chair Holmes.*
- C. ROLL CALL

Jim Holmes, Chair

Holly Andreatta, Vice Chair

Dan Karleskint, Director

Shanti Landon, Director

Staff present:

George Barber, General Manager and Board Secretary

Wes Miliband, Legal Counsel

- D. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments on non-agenda items.

ACTION CALENDAR

- 1. APPROVAL OF MINUTES – 01/12/24 Regular Meeting
01/12/24 Special Meeting

Motion to approve by Director Landon, Second by Director Andreatta, Approved 4-0.



2. CONSENT ITEMS

- 2.1 Memorandum of Understanding with County of Placer Auditor/Controller for Auditor/Controller Services
- 2.2 Agreement for Appraisal 1
- 2.3 Agreement for Appraisal 2

Motion to approve by Director Andreatta, Second by Director Landon, Approved 4-0.

- 3. GENERAL MANAGER'S REPORT AND UPDATE - A written and verbal report was provided discussing the contract operations RFQ process, Form 700's, and the budget process.
- 4. OPERATIONS REPORT AND UPDATE - A written and verbal report was provided by Gary Hengst, Chief Operator, Board questions were answered as he discussed projects and operations.
- 5. WASTE DISCHARGE REQUIREMENTS *TENTATIVE* ORDER, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT CA0084476, FOR THE LiSWA WASTEWATER TREATMENT AND RECLAMATION FACILITY SCOPE AND BUDGET AMENDMENT FOR WEST YOST TO UPDATE THE WWTRU POLICY CALCULATIONS – Consider an amendment to the agreement with West Yost Associates for additional work on WWTRU Policy Calculations. – A presentation and discussion was provided regarding the Regional Water Quality Control Board's Notice of Public Hearing for April 18 or 19, 2024 for the Tentative Order.
- 6. SCOPE AND BUDGET AMENDMENT FOR WEST YOST TO UPDATE THE WWTRU POLICY CALCULATIONS - A written and verbal report was provided discussing the need for the amendment. Motion to approve by Director Andreatta, Second by Director Landon, Approved 4-0.
- 7. CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY (CSRMA) – A written and verbal report was provided discussing Resolution 2024-01. Motion to approve by Director Landon, Second by Director Andreatta, Approved 4-0.
- 8. LEGAL REPORT – Legal Counsel had no report.
- 9. DIRECTOR'S COMMENTS – There were no Director comments.
- 10. CLOSED SESSION MATTERS: CONVENE TO CLOSED SESSION FOR MATTER(S) LISTED ON THE AGENDA
 - 10.1 Public Employee Evaluation
(Government Code § 54957(b)(1))
Title: General Manager and Board Secretary

The Board went into closed session at 10:55 am and came out of closed session at 11:51 am. Legal Counsel reported there was no reportable action.

ADJOURNMENT– Meeting was adjourned at 11:52 am.



Lincoln-SMD1 Wastewater Authority

Memorandum

To: Board of Directors
From: George Barber, General Manager
Date: 01/08/24 Regular Board Meeting

Agenda Item #2

SUBJECT: Consent Items

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Calendar for discussion, it will be considered separately. The consent calendar may be approved by a single motion to approve, followed by a second and then a call for vote.

2.1 Consider Appointing George Barber as the Designated Civil Engineer for LiSWA.

It is appropriate for LiSWA to designate a Civil Engineer for the operations of LiSWA. As you will see in another agenda item, the Division of Safety of Dams is one example where that is beneficial.

Action Requested:

“Approval to designate George Barber, registered Civil Engineer C51332 as the civil engineer representing LiSWA in engineering related matters.”



Lincoln-SMD1 Wastewater Authority

Memorandum

To: Board of Directors
From: George Barber, General Manager
Date: 02/16/24 Special Board Meeting

Agenda Item #3

SUBJECT: General Manager's Report

- It was a short turn around since the last meeting. My focus has been on the Operations Contract process and the National Pollution Discharge Permit process.
- The ad hoc committee has met a couple times since the last meeting, focusing on detailing out the Scope of Work.
- You will see an agenda item asking for an up to two-month extension of Stantec Operating Agreement. This allows us some time to ensure a smooth transition.
- Thank you for completing your Form 700.
- I have not yet resumed the development of the connection fee analysis, but I will work with the TAG and the Treasurer to seek input on the analysis.
- I am in regular communication with Gary about operations.

Item	Status	Working with	Notes- Green Complete Yellow New
Current Projects			
Reclaimed Water Cost Study			
Connection Fee Analysis	In process		Discussed w/ TAG, developing
Operations RFQ	In process		Selection process continues
Phase I Improvements	In process		Engineering in process
Website	In process		Moved to LiSWA.com while getting .gov approval
NPDES Permit	Renewal in Process		On Agenda
Financial			
Develop and Approve Budget	Completed	Lincoln Finance	Completed
Develop process for paying bills with Placer County Treasurer/Auditor	Completed	Placer	Paying Invoices and Billing
Set Charge per WWTRU	Completed	Lincoln/Placer	Approved
Transfer Funds to County	Completed	Lincoln /Placer	Completed
West Yost Billing approval process	Completed		Approved through County Process
Select Municipal Financial Advisor	Completed		Contract on Agenda
Obtain Insurance	Completed		Delivery of Information ongoing
Property Transfers			
Wastewater Treatment Plant	Completed	Lincoln Admin/County Counsel	
Conservation Easement	Completed	Lincoln Admin/County Counsel	Agreement executed
Vehicles	Completed	Lincoln PW	Received form, DMV next..
Business Property	Completed	Lincoln Admin	Inventory list and Bill of Sale
Equipment	Completed	Lincoln PW	Inventory list and Bill of Sale
Fixtures	Completed	Lincoln PW	Inventory list and Bill of Sale
Supplies	Completed	Lincoln PW	Inventory list and Bill of Sale
Operations Transfers			
Stantec Operations Agreement	Completed	Lincoln Admin	
Solar Star Power Purchase Agreement	Completed	Lincoln Admin/County Counsel	
Solar Star Site Lease Agreement	Completed	Lincoln Admin/County Counsel	
Machado Recycled Water Agreement	Completed	Lincoln Admin/County Counsel	

Farm Management of Effluent Disposal Lands Auburn Ravine Ranch	Completed	Lincoln Admin/County Counsel	
Western Placer Waste Management Authority Agreement	Completed	Lincoln Admin/County Counsel	
Radmall Lease	Completed	Lincoln Admin/County Counsel	
Utility Services	Completed	Lincoln Admin	
Alarm systems	Completed	Lincoln Admin/County Counsel	
Ensure proper transfer of SMD1 duties	Completed	Stantec/Placer	
Other			
City of Lincoln Admin/IT and Public Works services	Completed		Approved by the Board
Logo, Letterhead, etc.	Completed		
Policies and Procedures			
Debt Management Policy	Completed		Approved
Establish WWTRU Policy	Completed	Lincoln/Placer	Approved

February 2024 WWTRF Operations Report

3-8-24

Highlights

- 231.876 Million Gallons (MG) of influent, 2.353 MG was sent to reclamation and 238.720 MG of effluent flow was sent to Auburn Ravine.
- New DAF recirculation tanks have been ordered with delivery estimated in July. Both DAFs can be currently operated with existing repairs.
- Influent Pump 1B was repaired under warranty and put back in service on February 28th. We will inspect it in a few weeks and confirm the repairs are holding up.
- We are progressing with network improvements at the treatment plant and we are on schedule to remove SMD1 from the system on March 13th.
- Tentative Waste Discharge Requirements (Draft NPDES permit) were issued on January 31st. A thorough review is underway with comments to be issued by the March 1st deadline.
- The greenhouse damage from recent wind storms has been repaired under warranty.
- A plant water pressure tank isolation valve was installed February 28th for use during emergency repairs and other maintenance requiring depressurization of the system. An inspection of the tank showed the interior liner of the pressure vessel was still in good condition.
- Multiple centrifuge dewatering flow meters failed this month. Funding has been requested in a separate memo. Photo 1 shows a few of the existing flow meters below the grating.

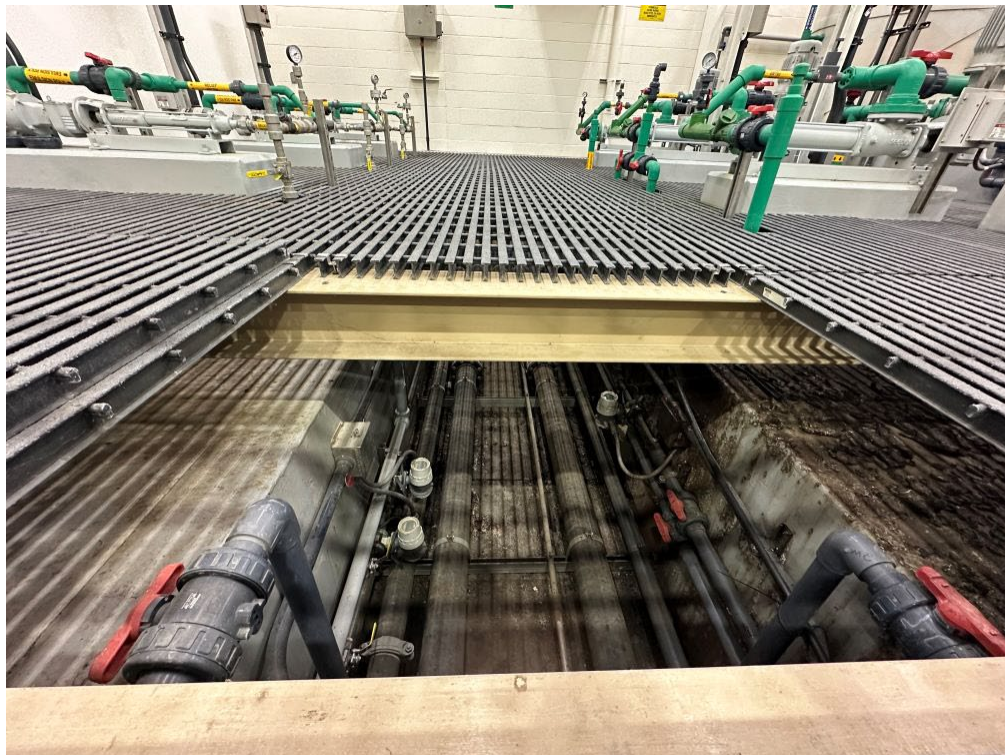
Compliance

No compliance issues.

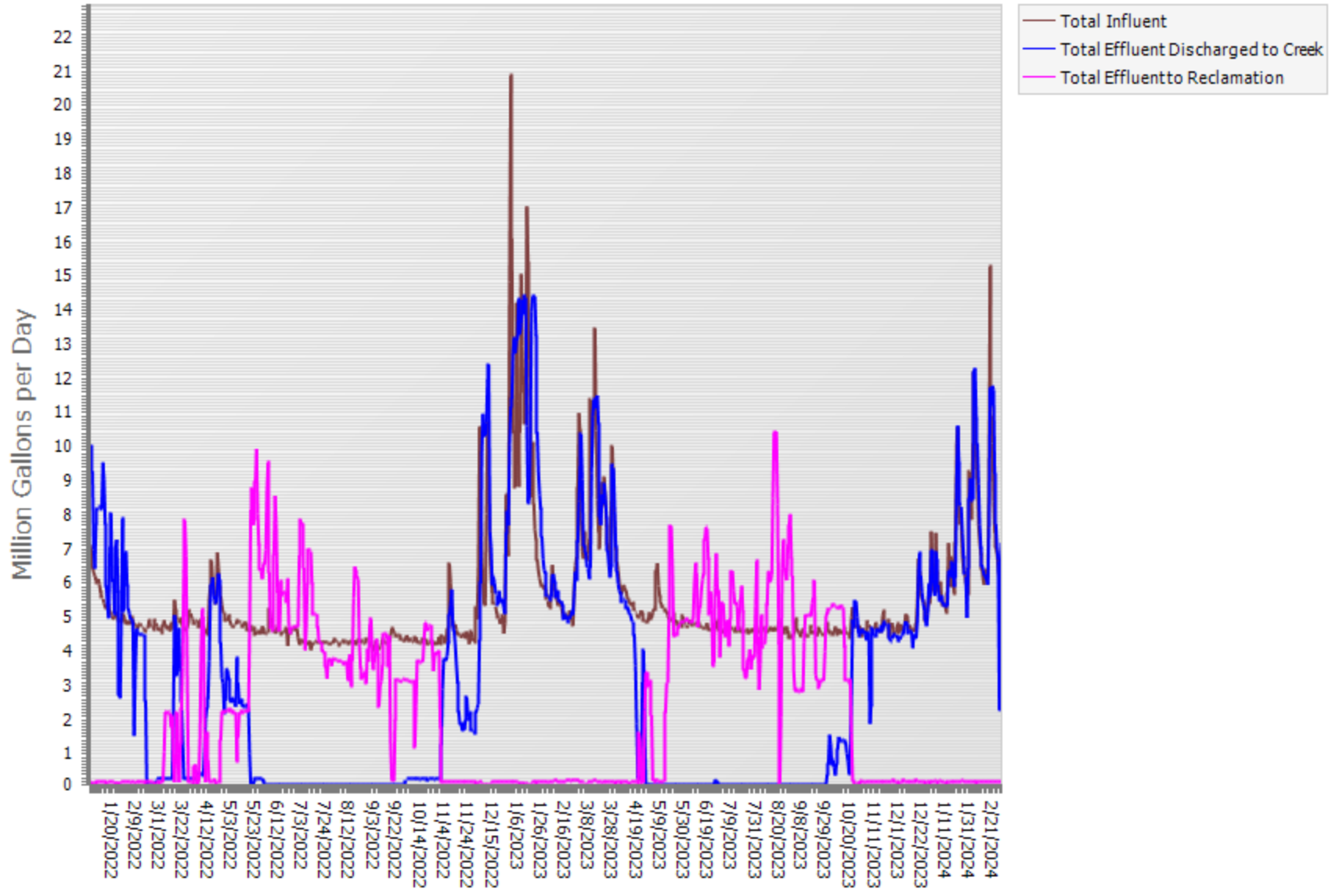
Major Equipment Out of Service

Equipment	Failure Date	Redundancy	Problem	Solution	Estimated Repair Cost	Estimated Return to Service Date
Centrifuge #1 Blended Polymer Flow Meter	2/5/24	1 of 2	Erratic readings >20% error	Replace meter and it's like kind meter for Centrifuge #3 proactively	\$65,000	4-1-24
Centrifuge #1 Solids Feed Flow meter	2-27-24	1 of 2	Meter has failed	Replace meter and it's like kind meter for Centrifuge #3 proactively		4-1-24
Outfall Discharge Valve	2-27-24	1 of 1	Actuator has failed	Manufacturer will make a site visit and determine the issue.	?	?
Sludge Cake Valve #1A	2-21-24	1 of 1	Actuator failed.	Replacing with new actuator	\$9800	4-1-24

Photo 1.



Total Treatment Plant Flow



LiSWA WWTRF Operation and Maintenance Budget FY 2023-2024 Report Month: January		Current Period			Project to Date				Project to Date Total Annual Budget			
Month: #	7	Actual	Budgeted	Variance	Actual	Budgeted	Variance	% Budget	Actual	Budgeted	Budget Remaining	% Budget
DIRECT PERSONNEL (Stantec O&M Labor)												
Reg Labor Direct (223.000)		254975.50	249255.25	5720.25	1700364.50	1744786.75	-44422.25	97%	1700364.50	2991063.00	1290698.50	57%
Over Time (223.001)		1617.00	4166.67	-2549.67	13688.25	29166.67	-15478.42	47%	13688.25	50000.00	36311.75	27%
Standby Pay (223.006)		2016.00	1975.00	41.00	14784.00	13825.00	959.00	107%	14784.00	23700.00	8916.00	62%
R&R Labor(223.007)			0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	
DIRECT PERSONNEL (Stantec Labor)												
Groundwater Testing Labor (223.004)		0.00	916.67	-916.67	7937.50	6416.67	1520.83	124%	7937.50	11000.00	3062.50	72%
Permit, Planning & Reporting Eng services (223.003 & 223.003.1 & 223.003.2 & 223.003.3 & 223.003.4)		3606.40	8333.33	-4726.93	45941.15	58333.33	-12392.18	79%	45941.15	100000.00	54058.85	46%
Sub Total		262,214.90	264,646.92	-2,432.02	1,782,715.40	1,852,528.42	69,813.02	96%	1,782,715.40	3,175,763.00	1,393,047.60	56%
WWTRF DIRECT EXPENSES												
Operating Supplies		902.86	1916.67	-1013.81	7277.53	13416.67	-6139.14	54%	7277.53	23000.00	15722.47	32%
Maintenance Supplies		1664.63	2083.33	-418.70	11555.91	14583.33	-3027.42	79%	11555.91	25000.00	13444.09	46%
Chemicals		66222.41	41666.67	24555.74	391230.15	291666.67	99563.48	134%	391230.15	500000.00	108769.85	78%
Laboratory Supplies		178.80	666.67	-487.87	4812.46	4666.67	145.79	103%	4812.46	8000.00	3187.54	60%
Outside Lab Services		3611.76	6666.67	-3054.91	36499.76	46666.67	-10166.91	78%	36499.76	80000.00	43500.24	46%
Safety Supplies		104.01	416.67	-312.66	5595.12	2916.67	2678.45	192%	5595.12	5000.00	-595.12	112%
Repair Parts		10697.15	20833.33	-10136.18	117137.35	145833.33	-28695.98	80%	117137.35	250000.00	132862.65	47%
Outside Services		28576.23	29166.67	-590.44	253469.86	204166.67	49303.19	124%	253469.86	350000.00	96530.14	72%
Equipment Rental-Outside		0.00	125.00	-125.00	0.00	875.00	-875.00	0%	0.00	1500.00	1500.00	0%
Telephone		100.00	416.67	-316.67	2350.00	2916.67	-566.67	81%	2350.00	5000.00	2650.00	47%
Postage & Freight		225.65	83.33	142.32	387.54	583.33	-195.79	66%	387.54	1000.00	612.46	39%
Vehicle Expense/Mileage		1051.70	125.00	926.70	5158.22	875.00	4283.22	590%	5158.22	1500.00	-3658.22	344%
Utilities/Plant Diesel Fuel		0.00	666.67	-666.67	3466.67	4666.67	-1200.00	74%	3466.67	8000.00	4533.33	43%
Uniform Expense		1800.80	1500.00	300.80	11756.53	10500.00	1256.53	112%	11756.53	18000.00	6243.47	65%
Tools		0.00	250.00	-250.00	80.41	1750.00	-1669.59	5%	80.41	3000.00	2919.59	3%
Taxes & Licenses		205.50	750.00	-544.50	205.50	5250.00	-5044.50	4%	205.50	9000.00	8794.50	2%
Training		0.00	500.00	-500.00	0.00	3500.00	-3500.00	0%	0.00	6000.00	6000.00	0%
Computer Expense		0.00	291.67	-291.67	-0.05	2041.67	-2041.72	0%	-0.05	3500.00	3500.05	0%
Ground Water Monitoring		0.00	1500.00	-1500.00	7741.00	10500.00	-2759.00	74%	7741.00	18000.00	10259.00	43%
Biosolids Disposal		65128.82	66666.67	-1537.85	459820.29	466666.67	-6846.38	99%	459820.29	800000.00	340179.71	57%
Membership & Certificates		0.00	416.67	-416.67	0.00	2916.67	-2916.67	0%	0.00	5000.00	5000.00	0%
UV Maintenance		337.26	8333.33	-7996.07	52915.94	58333.33	-5417.39	91%	52915.94	100000.00	47084.06	53%
R&R Outside Labor and Expenses (223.007)		113417.07	57083.33	56333.74	395078.38	399583.33	-4504.95	99%	395078.38	685000.00	289921.62	58%
Contingency		0.00	8333.33	-8333.33	1247.61	58333.33	-57085.72	2%	1247.61	100000.00	98752.39	1%
Sub Total		294,224.65	250,458.33	43,766.32	1,767,786.18	1,753,208.33	14,577.85	101%	1,767,786.18	3,005,500.00	1,237,713.82	59%
WWTRF Total		\$ 556,439.55	\$ 515,105.25	41,334.30	\$ 3,550,501.58	\$ 3,605,736.75	-55,235.17	98%	\$ 3,550,501.58	\$ 6,181,263.00	\$ 2,630,761.42	57%



Lincoln-SMD1 Wastewater Authority

Memorandum

To: Board of Directors
From: George Barber, General Manager
Date: 03/08/24 Regular Board Meeting

Agenda Item #5

SUBJECT: Resolution of the Board of Directors of LiSWA authorizing LiSWA supervision and regulation of the WWTRF existing six basins/ponds and the future Tertiary Storage Basin 3

The Division of Safety of Dams (DSOD) through the Department of Water Resources (DWR) oversees the design, construction, and maintenance of dams in California. There are exemptions in the California Water Code that allows the Authority to accept responsibility for regulating certain dams that meet specific criteria. The LiSWA basins/ponds are of the size that qualify us to accept the responsibility.

These basin/ponds are low threat facilities and any flooding from failure would be localized. By accepting responsibility, we are relieved from regular DSOD inspections and fees.

Staff Recommendation:

“Approval of Resolution 2024-02, authorizing the Authority supervision and regulation of the Wastewater Treatment and Reclamation Facility basins/ponds.”

RESOLUTION NO. 2024-02

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LINCOLN
SMD-1 WASTEWATER AUTHORITY ESTABLISHING THE AUTHORITY,
SUPERVISION, AND REGULATION OF THE WASTEWATER TREATMENT AND
RECLAMATION FACILITY'S EXISTING SIX BASINS AND PONDS AND THE
FUTURE TERTIARY STORAGE BASIN**

WHEREAS, the Lincoln SMD-1 Wastewater Authority (“LiSWA” or “Authority”) is a joint powers authority organized and operating pursuant to the provisions of the Constitution and the laws of the State of California (“State”) by and between the City of Lincoln and the County of Placer; and

WHEREAS, LiSWA owns and operates the Wastewater Treatment and Reclamation Facility (“WWTRF”) with a contract operator of the WWTRF; and

WHEREAS, the Division of Safety of Dams (“DSOD”) through the Department of Water Resources (“DWR”) oversees the design, construction and maintenance of over 1,200 dams in California; and

WHEREAS, there are exemptions under which DSOD does not have regulation or supervision of safety of dams per California Water Code section 6025.5(a); and

WHEREAS, the City of Lincoln currently owns, operates and maintains six basins at the WWTRF and plans the addition of one more basin which currently qualify under said exemption of Water Code Section 6025.5(a) as they are wastewater treatment and storage basins constructed as part of a waste water control facility and have been constructed and operated to the standards to protect the life and property; and

WHEREAS, the seven basins consist of two maturation ponds, two tertiary storage basins, one emergency storage basin and one storm water basin as well as one future tertiary storage basin; and

WHEREAS, the Authority in consultation with the Authority’s designated Civil Engineer, will supervise and regulate the design, construction, operation, enlargement, replacement, and removal of the six basins and future tertiary storage basin.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LINCOLN SMD-1 WASTEWATER AUTHORITY DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The above listed basins will continue to be constructed and operated to standards adequate to protect life and property; and,

Section 2. The Authority accepts from the Division of Safety of Dams responsibility for regulating said construction and operation; and,

Section 3. The City shall, through a registered Civil Engineer supervise and regulate the design, construction, operation, enlargement, replacement, and removal of the subject basins in conformance with all applicable construction and regulatory requirements; and

Section 4. This resolution shall take effect from and after its date of adoption.

ADOPTED, SIGNED AND APPROVED this ___ day of March, 2024.

THE BOARD OF DIRECTORS OF THE
LINCOLN SMD-1 WASTEWATER AUTHORITY

By: _____
Chair of the Board of Directors of the
Lincoln SMD-1 Wastewater Authority

ATTEST:

By: _____
Secretary of the Board of Directors of the
Lincoln SMD-1 Wastewater Authority

STATE OF CALIFORNIA)
)ss.
COUNTY OF PLACER)

I, George Barber, Secretary of the Board of Directors of the Lincoln SMD-1 Wastewater Authority, do hereby certify that the foregoing resolution was duly adopted by the Governing Board of said agency, at a meeting thereof duly and regularly held at the regular meeting place thereof on March , 2024, of which meeting all of the members of such Board had due notice and at which a majority thereof were present; at which a quorum of such Board was present and acting throughout and for which notice and an agenda was prepared and posted as required by law and that at said meeting said resolution was adopted by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

Secretary of the Board of Directors of the
Lincoln SMD-1 Wastewater Authority

STATE OF CALIFORNIA)
)ss.
COUNTY OF PLACER)

I, George Barber, Secretary of the Board of Directors of the Lincoln SMD-1 Wastewater Authority, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2024-02 of such Board and that the same has not been amended or repealed.

Dated: March ____, 2024

Secretary of the Board of Directors of the
Lincoln SMD-1 Wastewater Authority



Lincoln-SMD1 Wastewater Authority

Memorandum

To: Board of Directors
From: George Barber, General Manager
Date: 03/08/24 Regular Board Meeting

Agenda Item #6

SUBJECT: Consider the cancellation of the June 2024 Board meeting and set a Special Meeting on a date to be chosen by the Board.

Director Landon has a conflict for the June Board meeting. This agenda item provides the option to cancel the regular meeting and set a special meeting date. Another option is to ask the alternate Supervisor Gustafson to sit in. The budget will likely be approved at that meeting.

Staff Recommendation:

“Cancellation of the June 2024 Regular Board meeting and setting a special meeting on _____.”



Lincoln-SMD1 Wastewater Authority

Memorandum

To: Board of Directors
From: George Barber, General Manager
Date: 03/08/24 Regular Board Meeting

Agenda Item #7

SUBJECT: Wastewater Treatment and Reclamation Facility Replacements

As the Wastewater Treatment and Reclamation Facility (WWTRF) ages items have begun to need replacement. This item covers two issues, replacement of the blended polymer flow meters and the second is replacement of the PLC's and I/O components.

Blended Polymer Flow Meters

These flow meters are used to control the flow of polymers to the Centrifuges. Staff has cleaned and inspected these meters and they are not functioning correctly. We discussed this with the TAG and they agreed at 20 years, the best course of action is replacement. The cost to install is not to exceed \$65,000 and we are requesting use of Stantec's contingency budget to fund the work. Attached is a memo from Gary Hengst to me regarding these flow meters.

Programmable Logic Controller (PLC) and I/O Modules

We have had issues with some failing PLC's and we have some controllers that are obsolete. The plan was to replace and upgrade these units with the WWTRF improvement project. Gary Hengst recommends we move forward with the replacements now and the WWTRF staff can do the work. The estimated cost of the parts is \$225,000. Attached is the cost breakdown.

By doing these replacements with staff, we save the cost of adding the equipment to the electrical and instrumentation drawings and specifications as well as the potential contractor markups and installation costs. We are working with the City staff to determine if they are able to obtain the parts at a lower cost.

Staff Recommendation:

“Approval to use \$65,000 from the Stantec contingency budget for the replacement of two Blended Polymer Flow Meters and approval to add \$225,000 to the LiSWA Capital Projects budget and amend the Stantec budget or authorize reimbursement to the City of Lincoln whichever is lower in cost.”

Stantec

To: George Barber
From: Gary Hengst
cc: Steve Beck, Gabe Aronow
Date: 3-1-2024
Re: Centrifuge Flow Meter Replacements

Two of our six original centrifuge flow meters failed in February of this year. We had planned on replacing them next fiscal year but due to the current need we are requesting replacement of them now. Both Telstar and plant staff agree they need to be replaced for reliable operation. These meters control and help us optimize the million dollars spent on the annual solids handling operation. We recommend replacement of all the meters and relocation of the meter displays to extend the life of the new meters and provide a safer means of accessing them. All of the meters are in a confined space below the surface grating.

The meters are made with special materials suitable for use with polymer. The meter installation includes mounting a remote display so the meters can be read outside of the confined space. We have standardized on the Siemens Flow meter which Telstar is able to secure and install. The cost for the materials and installation will be installed on a T&M basis not to exceed **\$65,000**. This cost was not included in the current budget. We are requesting the use of budgeted contingency funding for this purchase.

Please let me know if you need any additional information and if it is okay to proceed with this purchase and installation.

Regards,


Gary Hengst

PLC Parts for Upgrade due to no longer being supported by Manufacturer

Site	Item	Existing Model	Recommended Model	QTY	Price Each	Total
WWTRF	ControlLogix Processors	1756-L55	1756-L81E	15	\$7,539.16	\$113,087.40
WWTRF	ControlLogix Comm Card	1756-ENBT	1756-EN2T	15	\$3,783.08	\$56,746.20

Costs to replace Existing MicroLogix Controllers (Obsolete) with Micro 800 Controllers (Manufacturer

Site	PLC	Existing Model	Recommended Model	Inputs	Outputs	Voltage	Price Each:
Recapture Sump 1	MLC_963	ML1100 Ser A	2080-LC50E-24AWB 2080-PS120-240VAC	14	10	110VAC	\$733.50
Recapture Sump 2	MLC_964	ML1100 Ser B	2080-LC50E-24AWB 2080-PS120-240VAC	14	10	110VAC	\$733.50
Recapture Sump 3	MLC_965	ML1100 Ser B	2080-LC50E-24AWB 2080-PS120-240VAC	14	10	110 VAC	\$733.50
NID Ravine	MLC_NID	ML1100 Ser B	2080-LC50E-24AWB 2080-PS120-240VAC	14	10	110 VAC	\$733.50
Recapture Pumps	MLC_961	ML1100 Ser A w/ 4 chan analog input	2080-LC50E-24QWB 2080-PS120-240VAC w/ 2080-IF4	14 + 4	10	24 VDC	\$959.84
Machado	MLC_980	ML1100 Ser B w/ 4 chan analog input	2080-LC50E-24AWB 2080-PS120-240VAC w/ 2080-IF4	14 + 4	10	110 VAC	\$959.84
WWTRF	PM_COMM	ML1100 Ser B	2080-LC50E-24AWB 2080-PS120-240VAC	14	10	110 VAC	\$733.50
WWTRF	POWER	ML1100 Ser B	2080-LC50E-24QWB 2080-PS120-240VAC	14	10	24VDC	\$733.50
						Total:	\$6,320.68

I/O Spares Recommended by Manufacturer to Avoid Interruption of Operations

I/O Type	Total in Use	Recommended Spares	Replacement Model	Price Each	Total
1756-ENBT	19	2	1756-EN2T	\$3,783.08	\$7,566.16
1756-DNB Scanner	8	1	1756-DNB Scanner	\$1,828.27	\$1,828.27
1756-CNB Scanner	7	1	1756-CNB Scanner	\$3,132.63	\$3,132.63
1756-DHRIO	2	1	1756-DHRIO	\$3,962.63	\$3,962.63
1756-IF16/A	46	3	1756-IF16/A	\$2,232.77	\$6,698.31
1756-OF6/A	24	2	1756-OF8/A	\$2,907.24	\$5,814.48
1756-IA16	59	4	1756-IA16	\$660.36	\$2,641.44
1756-OW16	32	2	1756-OW16	\$899.16	\$1,798.32
				Spares Total	\$33,442.24

Grand Total	Grand Total plus tax
\$209,596.52	\$224,792.27



Lincoln-SMD1 Wastewater Authority

Memorandum

To: Board of Directors
From: George Barber, General Manager
Date: 03/08/24 Regular Board Meeting

Agenda Item #8

SUBJECT: Consider approval of an amendment to the operations agreement with Stantec to continue operations for up to an additional two months (potentially through August 2024) in an amount up \$1,440,584 and authorize the General Manager to execute the agreement.

As the Ad Hoc committee continues to work through the selection process, I felt that it was important to not rush the process. I asked Stantec to provide a budget and contract amendment to continue operations up to two additional months. This will help ensure a smooth transition. The contract and budget are attached.

Staff Recommendation:

“Approval of an amendment to the operations agreement with Stantec to continue operations for up to two months in an amount not to exceed \$1,440,584 and authorize the General Manager to execute the agreement.”



PROFESSIONAL SERVICES AGREEMENT AMENDMENT

This Amendment is made and entered into effective March __, 2024 (the "Amendment Date") by and between:

"Client"

Name: Lincoln SMD-1 Wastewater Authority
Address: 600 Sixth Street Lincoln, CA 95648
Phone: (530) 378-5240
Representative: George Barber, General Manager Email: gbarber@westyost.com

"Stantec"

Name: Stantec Consulting Services Inc.
Address: 1245 Fiddymment Road, Lincoln 95648
Phone: (916) 434-5062
Representative: Gary Hengst, Chief Plant Operator Email: Gary.Hengst@stantec.com

Project Name (the "Project"): Lincoln Wastewater Treatment and Reclamation Facility

The Client and Stantec may be referred to herein individually as "Party" and collectively as the "Parties."

The Parties agree to amend their existing agreement, dated May 1, 2023 ("Agreement") by extending the terms of the Agreement for up to two (2) months with an additional budget of up to \$1,440,584.00, with all other provisions of the existing agreement remaining unchanged. Invoices may be submitted following Agreement completion for costs incurred and services rendered prior to Agreement completion. This amendment shall supersede and replace the estimated completion date of the Agreement and any and all prior amendments heretofore entered. All other provisions in the Agreement will remain in full force and effect.

The Parties, intending to be legally bound, have made, accepted and executed this Amendment as of the Amendment Date noted above.

LINCOLN SMD-1 WASTEWATER AUTHORITY

Stantec Consulting Services Inc.

George Barber, General Manager
Print Name and Title

Steven L. Beck, Senior Principal
Print Name and Title

Signature _____

Signature _____

LiSWA of Lincoln Wastewater Treatment and Reclamation Facility WWTRF Operation and Maintenance Budget July-August 2024	Actual	Actual	Actual	Actual	Actual	Actual (Combined City and LiSWA Expenses)	Adopted (Combined City and LiSWA Budgets)	Budget Compared to Actual Expenditures	WWTRF Adopted Budget	WWTRF Proposed Budget	Budgetary Comments
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2022-23	FY 2021-22	FY 2023-24	Jul-Aug 2024	
DIRECT PERSONNEL (Stantec O&M Labor)											
Reg Labor Direct (224.000)	\$2,284,476	\$2,218,123	\$2,285,345	\$2,225,197	\$2,462,262	\$2,776,748	\$3,066,225	-9.4%	\$2,991,063	\$748,384	Stantec Labor for General Operation and Maintenance of the WWTRF.
Over Time (224.001)	\$43,159	\$38,581	\$38,602	\$37,780	\$24,997	\$33,097	\$98,600	-66.4%	\$50,000	\$10,000	Call-outs and other overtime as needed.
Standby Pay (224.006)		\$17,520	\$17,568	\$17,328	\$17,328	\$18,192	\$20,880	-12.9%	\$23,700	\$5,000	Standby Pay for being on call. Rates adjusted to County rates. \$56/weekday, \$84/ weekends and holidays
DIRECT PERSONNEL (Stantec Engineering Labor)											
Groundwater Testing Labor (224.004)	\$4,824	\$7,746	\$9,544	\$10,294	\$7,392	\$6,877	\$12,760	-46.1%	\$11,000	\$4,000	Analysis of quarterly ground water sampling and reporting results.
Permit, Planning and Reporting Engineering Services (224.003)	\$32,269	\$95,022	\$205,099	\$303,686	\$69,655	\$229,700	\$208,800	10.0%	\$100,000	\$15,000	Salinity Evaluation and Minimization Plan and other permit related tasks
Sub Total	\$2,364,727	\$2,376,991	\$2,556,157	\$2,631,149	\$2,581,634	\$3,064,614	\$3,407,265	-10.1%	\$3,175,763	\$782,384	
WWTRF DIRECT EXPENSES											
Operating Supplies	\$10,295	\$14,814	\$16,674	\$18,492	\$21,798	\$15,550	\$21,460	-27.5%	\$23,000	\$4,000	Routine operating supplies
Maintenance Supplies	\$20,053	\$23,108	\$20,568	\$22,832	\$20,293	\$23,058	\$26,680	-13.6%	\$25,000	\$5,000	Routine maintance supplies
Chemicals	\$434,427	\$327,868	\$328,006	\$322,652	\$436,837	\$425,232	\$551,000	-22.8%	\$500,000	\$100,000	Centrifuge polymer, DAF polymer, filter sand, sulfuric acid and bleach for filter cleaning and new reclaim disinfection.
Laboratory Supplies	\$36,373	\$37,552	\$30,286	\$30,909	\$19,708	\$7,934	\$11,600	-31.6%	\$8,000	\$2,000	Routine Laboratory Supplies
Outside Lab Services	\$33,014	\$37,259	\$37,758	\$73,917	\$81,201	\$63,992	\$145,000	-55.9%	\$80,000	\$10,000	Routine outside lab testing.
Safety Supplies	\$3,501	\$4,579	\$2,925	\$4,197	\$9,129	\$3,712	\$5,800	-36.0%	\$5,000	\$1,000	Routine safety supplies
Repair Parts	\$491,951	\$139,128	\$106,282	\$124,433	\$288,685	\$479,508	\$197,200	143.2%	\$250,000	\$50,000	Includes any routine repair part not otherwise categorized from pumps to electronic componets.
Outside Services	\$210,343	\$289,977	\$194,671	\$213,230	\$351,364	\$466,418	\$313,200	48.9%	\$350,000	\$100,000	Miscellaneous outside services such as major leak repairs, third party instrument maintenance, routine weed and pest control, janitorial, pump repairs, etc.
Equipment Rental-Outside	\$473	\$87	\$577	\$42	\$2,628	\$8,767	\$1,740	403.9%	\$1,500	\$1,000	Occasional rental of heavy equipment and miscellaneous equipment as needed
Telephone	\$4,550	\$4,900	\$4,550	\$4,400	\$5,150	\$5,500	\$5,800	-5.2%	\$5,000	\$1,400	Partial cell phone reimbursement (14 staff @ \$50/month each) for operators and plant mechanics. Used for daily communications and call outs
Postage & Freight	\$910	\$341	\$190	\$448	\$531	\$1,288	\$1,160	11.1%	\$1,000	\$300	Covers the cost of equipment shipping/returns and PO Box rental
Vehicle Expense	\$1,113	\$1,657	\$1,092	\$581	\$1,060	\$1,911	\$2,320	-17.6%	\$1,500	\$7,000	Reimbursable travel expense for LiSWA buisness. Also, vehicle maintenance and fuel previously paid by City.
Utilities/Plant Diesel Fuel	\$0	\$3,426	\$661	\$7,055	\$4,701	\$5,880	\$8,120	-27.6%	\$8,000	\$2,000	Standby generator and non-highway use diesel equipment
Uniform Expense	\$9,987	\$11,095	\$11,286	\$12,051	\$15,915	\$20,679	\$17,400	18.8%	\$18,000	\$4,000	Laundry service for 12 staff uniforms, entry mats and shop rags
Tools	\$1,610	\$0	\$2,219	\$2,278	\$0	\$2,373	\$2,900	-18.2%	\$3,000	\$1,000	Misc. tools
Taxes & Licenses	\$6,364	\$11,250	\$3,973	\$8,433	\$7,871	\$4,604	\$9,280	-50.4%	\$9,000	\$2,000	EPA, Placer Air Pollution Permits,NPDES, contract operation permits
Training	\$2,686	\$3,622	\$1,259	\$810	\$7,839	\$8,233	\$5,800	41.9%	\$6,000	\$1,000	Miscellaneous technical and safety related training.
Computer Expense	\$2,214	\$5,198	\$706	\$3,842	\$0	\$150	\$4,060	-96.3%	\$3,500	\$500	Minor computer expenses, most computer related expenses are paid through the City
Ground Water Monitoring	\$14,645	\$13,481	\$12,582	\$20,597	\$17,964	\$11,887	\$18,560	-36.0%	\$18,000	\$5,000	Ground water monitoring lab costs
Biosolids Disposal	\$277,855	\$318,845	\$296,893	\$452,523	\$587,058	\$771,709	\$783,000	-1.4%	\$800,000	\$170,000	Includes 1200 tons hauled to Synagro facility and 200 tons to landfill.
Membership & Certificates	\$2,747	\$2,605	\$6,130	\$1,925	\$1,764	\$922	\$5,800	-84.1%	\$5,000	\$1,000	CWEA and other WW Certificate Renewals
UV Maintenance	\$54,951	\$83,870	\$39,017	\$51,094	\$96,857	\$81,940	\$87,000	-5.8%	\$100,000	\$20,000	Routine bulb and ballast replacements along with other UV repair parts.
R&R Outside Labor and Expenses		\$453,671	\$368,235	\$235,230	\$54,285	\$613,823	\$806,200	-23.9%	\$660,000	\$120,000	R&R projects to replace wornout equipment.
LiSWA Contingency						\$0	\$116,000	-100.0%	\$100,000	\$50,000	Undefined Projects due to aging infrastructure.
Sub Total	\$1,620,062	\$1,788,334	\$1,486,540	\$1,650,657	\$2,032,636	\$3,025,070	\$3,147,080	-3.9%	\$2,980,500	\$658,200	
WWTRF Total	\$3,984,789	\$4,165,325	\$4,042,697	\$4,281,806	\$4,614,270	\$6,089,683	\$6,554,345	-7.1%	\$6,156,263	\$1,440,584	