



Tuesday, October 3, 2023 at 1:00 PM
Valley Sanitary District Board Room
45500 Van Buren St., Indio, CA 92201

**OPERATIONS
COMMITTEE MEETING
AGENDA**

Valley Sanitary District is open to the public and board meetings will be conducted in person. In addition to attending in person, members of the public may view and participate in meeting via the following:

Zoom link: <https://us06web.zoom.us/j/83093240951>

Meeting ID: 830 9324 0951

To address the Board of Directors during the virtual live session via zoom, please email the Clerk of the Board at hgould@valley-sanitary.org or, alternatively, during the specific agenda item or general comment period (i.e. non-agenda items), please use the "raise your hand" function in zoom in order to be recognized by the Clerk of the Board in order to provide comments in real time.

The Clerk of the Board will facilitate to the extent possible any email requests to provide oral testimony that are sent during the live meeting. Members of the public may provide Oral testimony in person or during the virtual live session and are limited to three minutes each. To address the Board in person please complete speaker request card located at in the Board Room and give it to the Clerk of the Board.

If you are unable to provide comments during the meeting, written public comments on agenda or non-agenda items may be submitted by email to the Clerk of the Board at hgould@valley-sanitary.org. Written comments must be received by the Clerk of the Board no later than 11:00 a.m. on the day of the meeting.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. DISCUSSION / ACTION ITEMS
- 5.1 [APPROVE MINUTES FOR THE JUNE 6, 2023, OPERATIONS COMMITTEE MEETING](#)

Recommendation: Approve

5.2 **LABORATORY CALIBRATION & VERIFICATION**

Recommendation: Discussion

5.3 **PROVIDE AN UPDATE ON THE LYTEK BIOSOLIDS CONVERSION PROJECT**

Recommendation: Discussion

5.4 **PROVIDE CAPITAL IMPROVEMENT PROGRAM UPDATE**

Recommendation: Discussion

6. ADJOURNMENT

POSTED September 28, 2023

Holly Gould

Clerk of the Board

Valley Sanitary District

PUBLIC NOTICE

In compliance with the Americans with Disabilities Act, access to the Board Room and Public Restrooms has been made. If you need special assistance to participate in this meeting, please contact Valley Sanitary District (760) 235-5400. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA TITLE II). All public records related to open session items contained on this Agenda are available upon request at the Administrative Office of Valley Sanitary District located at 45-500 Van Buren Street, Indio, CA 92201. Copies of public records are subject to fees and charges for reproduction.



Valley Sanitary District

DATE: October 3, 2023
TO: Operations Committee
FROM: Ron Buchwald, Interim General Manager
SUBJECT: APPROVE MINUTES FOR THE JUNE 6, 2023, OPERATIONS COMMITTEE MEETING

Suggested Action

Approve

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

There is no fiscal impact from this item.

Environmental Review

This item does not qualify as a project for the purposes of CEQA.

Background

The minutes from the June 6, 2023, Operations Committee meeting are presented for review and approval.

Recommendation

Approve the minutes from the June 6, 2023, Operations Committee meeting.

Attachments

[6 Jun 2023 Meeting Minutes.edited.doc](#)

**VALLEY SANITARY DISTRICT
OPERATIONS COMMITTEE
REGULAR MEETING MINUTES**

June 6, 2023

A meeting of the Valley Sanitary District (VSD) Operations Committee was held at 45-500 Van Buren Street in Indio, California, on Tuesday, June 6, 2023.

1. CALL TO ORDER

Chairperson Jacky Barnum called the meeting to order at 1:01 p.m.

2. ROLL CALL

Directors Present:

Chairperson Jacky Barnum

Committee Member William Teague

Staff Present:

Dave Commons, Chief Operating Officer, Adrian Contreras, Assistant Engineer, and Holly Gould, Clerk of the Board

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary before the meeting if you wish to speak on a non-hearing item.

None.

5. DISCUSSION / ACTION ITEMS

5.1 Approve Minutes for the April 4, 2023, Operations Committee

Committee member Teague motioned to approve the minutes of the Operations Committee held on April 4, 2023. Chairperson Barnum seconded the motion.

5.2 Discuss Valley Sanitary Districts Current and Future Plan for Biosolids

Dave Commons, Chief Operating Officer, updated the Committee on the District's biosolids. Staff received the signed Professional Service Agreement for Biosolids Hauling and Disposal Services from Synagro West on May 26, 2023. The Interim General Manager was authorized by the Board of Directors on May 23, 2023, to sign a three-year contract agreement for a sum not to exceed \$1.2 million, which would go into effect on July 1, 2023. Secondly, Staff had its

second meeting with Lystek on the feasibility study for the advanced management of our treatment plant biosolids disposal as a certified liquid fertilizer. Staff have been working with Lystek to finalize the Feasibility Report and are expecting the report by early June.

5.3 Discuss Update on Capital Improvement Projects and Schedule

Dave Commons, Chief Operating Officer, and Adrian Contreras, Assistant Engineer, gave a construction update on four CIP projects. The Influent Pump Station (IPS) project is nearly complete, with the Influent Pump Station already in service. The by-pass has been removed, and the contractor has demobilized. The only remaining item on this project is the installation and activation of Pump #3 of the IPS. Pump #3 was a jockey pump initially designed for low flows. However, the jockey pump rarely worked effectively and was taken out of service over a decade ago. The current IPS project upgraded Pump #3 to a full-service pump the same size as the other five pumps. A new pump was purchased as part of the project. It failed when the contractor tested the new pump connected to VSD's electrical equipment. After several tests, it was determined that the existing Variable Frequency Drive (VFD) was defective, most likely due to being out of service for so long. The contractor was able to find a replacement VFD meeting the project specifications. The Interim General Manager requested approval from the Board President to purchase and install the VFD as part of a change order to the project for an amount not to exceed \$22,391.65. The Recycled Water Project - Phase 1 is moving forward with increasing speed. Several phases of the project are in construction concurrently. The contractor will begin installing pipes and the initial foundation on the new Digester. The foundation for the new vortex grit chamber is nearing completion, and concrete pads for the ferric chloride building and new pump station have been poured. This project continues to move forward with few challenges. Weekly progress meetings with the Schneider Electric team help keep everyone on the same page and keep the project moving smoothly. The Indio Downtown Sewer Improvement Project is about 50% complete. There has been a slowdown in the project with scheduling issues. The project's next phase will entail trenching work to replace several old sewer mains that could not be rehabilitated with cured-in-place piping. Construction work on the replacement portion should begin in July. Lastly, the A.S.P. Plant Watermain Replacement Project - Phase 2 is set to start the week of June 12. This project was awarded to the Van Dyke Corporation. The contractor has been busy with vendor submittals required for the project. This project should take about two months to complete.

6. **ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 1:22 p.m. The next regular committee meeting will be on August 1, 2023.

Respectfully submitted,
Holly Gould, Clerk of the Board
Valley Sanitary District



Valley Sanitary District

DATE: October 3, 2023
TO: Operations Committee
FROM: Mario Luna, Laboratory Technician II
SUBJECT: LABORATORY CALIBRATION & VERIFICATION

Suggested Action

Discussion

Strategic Plan Compliance

GOAL 1: Fully Staffed with a Highly Trained and Motivated Team

Fiscal Impact

No Fiscal Impact.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

Calibrations & Verification are vital to laboratory practices. Calibrations are a means for testing and adjusting test systems to establish correlations between the measurement response and the concentration of the substance being measured. Calibration Verification is using materials of known concentrations in the same manner as samples to verify/test the calibration of the test system. This practice is a regulatory requirement that requires frequent recording and retention of documentation. The practice is required when using new lot numbers of reagents, used as a tool for preventive maintenance and determining replacement of critical parts that could influence performance, and to control unusual shifts or trends that are outside of acceptable limits to identify potential failures and corrections.

Mario Luna will be presenting on the Laboratory Calibration & Verification practices to increase community understanding and support regarding laboratory activities.

Recommendation

Staff recommends the Operations Committee receive and file this report as information.

Attachments

[Calibration & Verification_10.2023.pptx](#)



Calibration & Verification

Mario Luna

Laboratory Technician II



What Is It?

Calibration & Verification

- ✦ Calibration: Is the process of adjusting an instrument's/equipment's measuring accuracy to match a known standard.
- ✦ Calibration Verification: Is the process of ensuring an instrument/equipment is operating to its stated specification.

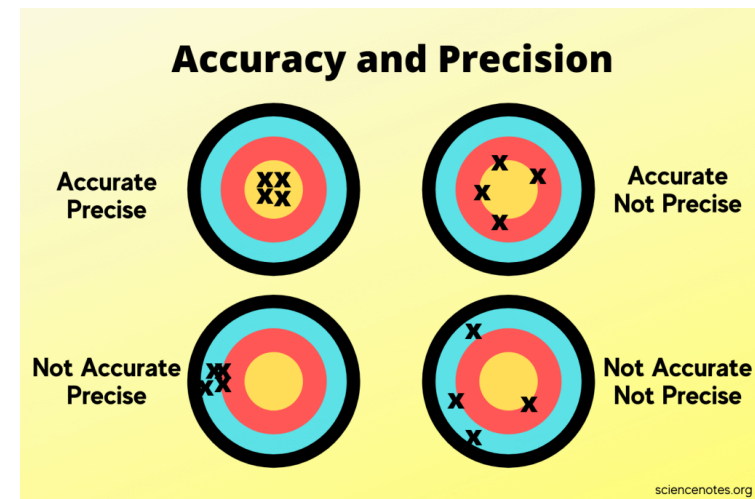


Why Is It Important?



Effects

- * Accuracy
- * Repeatability in Measurement
- * Standardization
- * Quality of Results



How Do We Use It?

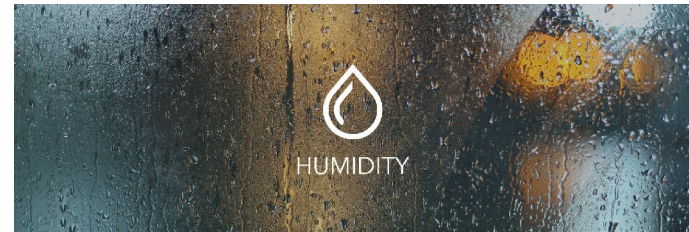
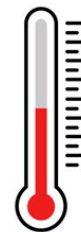
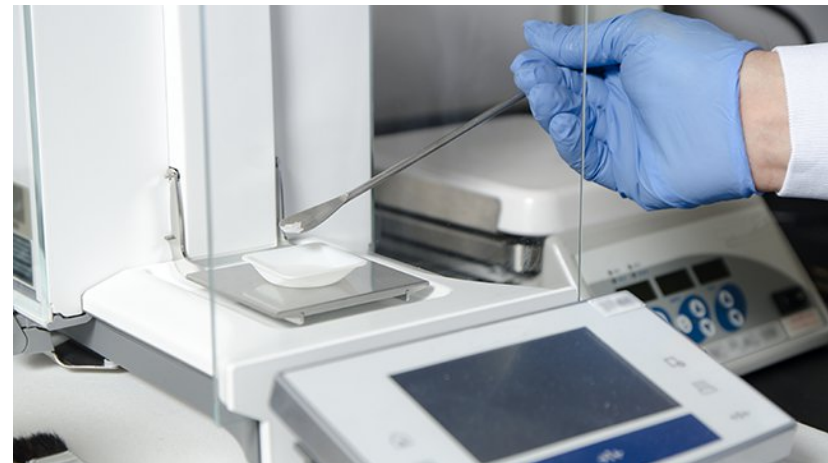


Lab Equipment

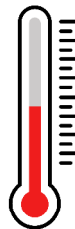
- * Analytical Scales
- * Mechanical Pipettes
- * Analytical Probes
- * Thermometers
- * Spectrophotometer



Analytical Scales



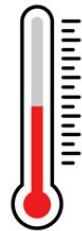
Mechanical Pipettes



Quarterly Pipette Calibration (Gravimetric)									
Laboratory Micro Pipette									
SN: SJ13191									
Date	7/11/2023	Analyst	ML/RS	Balance	EX124				
Temp ©	21.1	Z-Factor	1.0031	Serial #	B936223705				
					lab macro				
Volume (mL)	0.1	Volume (mL)	0.5	Volume (mL)	1				
Weight (g)		Weight (g)		Weight (g)					
1	0.101	1	0.4965	1	0.9921				
2	0.1005	2	0.4968	2	0.9987				
3	0.1002	3	0.4896	3	0.985				
4	0.1003	4	0.4972	4	0.9825				
5	0.1008	5	0.4967	5	0.9922				
6	0.1017	6	0.49	6	0.9985				
7	0.0996	7	0.4962	7	0.9921				
8	0.1013	8	0.4979	8	0.9834				
9	0.0992	9	0.4959	9	0.9861				
10	0.1009	10	0.4887	10	0.9918				
Mean	0.10055	Mean	0.49455	Mean	0.99024				
Corr. Mean	0.100861705	Corr. Mean	0.49608	Corr. Mean	0.993309744				
Std. Dev	0.00075902	Std. Dev	0.00359	Std. Dev	0.005814579				
%Coeff. Var.	0.752535202	%Coeff. Var.	0.72277	%Coeff. Var.	0.585374241				
% Inacc.	0.861705	% Inacc.	-0.7834	% Inacc.	-0.6690256				
Pass / Fail?	Pass	Pass / Fail?	Pass	Pass / Fail?	Pass				
% inacc. <2.0		% inacc. <2.0		% inacc. <2.0					
%CV <1.0		%CV <1.0		%CV <1.0					



Analytical Probes



Thermometers





Questions?





Valley Sanitary District

DATE: October 3, 2023
TO: Operations Committee
FROM: Ron Buchwald, District Engineer
SUBJECT: PROVIDE AN UPDATE ON THE LYTEK BIOSOLIDS CONVERSION PROJECT

Suggested Action
Discussion

Strategic Plan Compliance
GOAL 2: Increase Recycling, Reuse, and Sustainability

Fiscal Impact
No fiscal impact at this time. The estimated cost to construct the project is \$10,370,000.

Environmental Review
This item will qualify as a project as defined by the California Environmental Quality Act (CEQA), however, it is still in the planning stages. The CEQA process will be followed when this project has completed the design phase.

Background
Staff has recently met with Lystek to discuss their proposed draft Feasibility Study for Implementation of Lystek THP Advanced Biosolids Management Program. VSD staff provided several comments and revisions to the report and discussed capital costs, as well as life cycle costs. Lystek staff will be finalizing the report by addressing VSD comments and revisions. The next step will be a second site visit and further discussion on the types of partnerships and financing available to VSD.

Recommendation
Staff recommends the Operations Committee receive and file this report as information.



Valley Sanitary District

DATE: October 3, 2023
TO: Operations Committee
FROM: Ron Buchwald, District Engineer
SUBJECT: PROVIDE CAPITAL IMPROVEMENT PROGRAM UPDATE

Suggested Action

Discussion

Strategic Plan Compliance

GOAL 3: Excellent Facilities

Fiscal Impact

No fiscal impact.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

Staff reached out to NBS who has compiled and updated our rate model for the past sewer rate increase. We have requested that they update the model with our current fiscal year budget and revised Capital Improvement Plan. This update will determine what the financial outcomes will be under the current scheduled rate increases. In addition, staff will evaluate how much capital budget funds are available and can further adjustments provide opportunities for VSD to move forward on any delayed CIP projects. Staff is waiting for NBS to complete their update and review of the model. Once received, the results will be shared with the Committee.

Recommendation

Staff recommends the Operations Committee receive and file this report as information.