

HYBRID MEETING NOTICE

Joint Coordinating Committee

For The Truckee Meadows Water Reclamation Facility

DATE: Wednesday, August 3, 2022
TIME: 10:00 a.m.
PLACE: Truckee Meadows Water Reclamation Facility – Training Center
8500 Clean Water Way, Reno, NV 89502

Posting: This Agenda is posted at Reno City Hall, Sparks City Hall, and the Washoe County Administration Complex. Further, in compliance with NRS 241.020, this notice has been posted to the official website for the City of Reno at www.reno.gov, the City of Sparks at <https://cityofsparks.us/>, and a link to this agenda has been posted to the State of Nevada website at <https://notice.nv.gov>. To obtain further documentation regarding posting, please contact Tara Aufiero, City Hall, 1 East 1st Street, 7th Floor, Reno, NV 89501; aufierot@reno.gov.

Members of the Committee may participate in this meeting using the zoom video conference platform.

Members of the public may participate in the meeting by registering through the below zoom link which will provide the meeting ID number and call-in phone number.

Virtual link: <https://us06web.zoom.us/meeting/register/tZYrf-2urz8vEtNPNoiPOCT6tsbsUYqz3WS1>

In Person: Truckee Meadows Water Reclamation Facility – Training Center
8500 Clean Water Way, Reno NV 89502

Support Materials: The designated contact to request support materials is Tara Aufiero, 1 East First Street, 7th Floor, 775-333-7751 Support materials are also available at the scheduled meeting.

Order of Agenda: Section titles on this agenda are for convenience and reference purposes and are not intended to define, govern, limit, modify or in any manner affect the titles of the items listed for consideration by the Committee. A time listed next to a specific agenda item indicates that the specific item will not be heard before that time – it does not indicate the time schedule of any other item. Items on the agenda may be removed, postponed, taken out of order and the Committee may combine two or more agenda items for consideration.

Accommodations: Committee and staff will make reasonable efforts to assist and accommodate persons with physical disabilities desiring to attend the meeting. If you require special arrangements for this meeting, please call 334-2350 prior to the date of the meeting.

Public Comment

In-Person

A person wishing to address the public body shall submit a “Request to Speak” form to the presiding officer. Public comment, whether on items listed on the agenda or general public comment, is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken.

Virtual

No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item.

Pursuant to NRS 241.023, those wishing to submit public comment may do so by sending an email to smithm@reno.gov, by leaving a voicemail at 775-399-0149 or at the meeting during virtual public comment. Public comment is limited to three (3) minutes per person. Voicemail Comments received prior to 4:00 p.m. on the day preceding the meeting will be transcribed, provided to the Committee for review, and entered into the record. Comments received after 4:00 pm on the day preceding the meeting will be provided to the Committee for review prior to adjournment, and entered into the record. Email Comments will be provided to the Committee for review prior to adjournment, and entered into the record.

AGENDA

1. Call Meeting to Order.
2. Roll Call.
3. PUBLIC COMMENT – This item is for either public comment on any action item or for general public comment and is limited to no more than **three (3) minutes** for each commentator.
4. Approval of Agenda – August 3, 2022. (For Possible Action)
5. Approval of Minutes for June 1, 2022 JCC Meeting (For Possible Action)
6. Nomination and election of Chairman for the Fiscal Year 23/24. (For Possible Action)
7. Informational Management Reports from TMWRF Management Team (For Information Only):
 - a. Safety Update – Plant Manager
 - b. Staffing Update – Plant Manager
 - c. FY 22 Unaudited End of Year Budget as of June 30, 2022 – Plant Manager
 - d. The Influent flow split - Plant Manager
 - e. Ongoing Operations activities including status of processes - Operations Manager
 - f. Ongoing process and chemical optimization – Plant Process Engineer
 - g. Ongoing Maintenance activities - Maintenance Manager
8. Update and discussion regarding compliance with the allowable Total Nitrogen (TN), Total Phosphate (TP) and Total Dissolved Solids (TDS) discharges in accordance with the National Pollutant Discharge Elimination System permit issued by Nevada Division of Environmental Protection (NDEP) by the Plant Manager. (For Information Only)
9. Update and discussion on the TMWRF Capital Improvement Program (CIP) progress by the City of Reno TMWRF CIP Program Manager. (For Information Only)
10. Discussion on the DRAFT TMWRF Discharge Permit issued by the NDEP. (For Information Only)
11. Identification of future agenda items. (For Possible Action)
12. Discussion and direction regarding setting the next meeting date as November 2, 2022. (For Possible Action)
13. PUBLIC COMMENT – This is for general public comment limited to items that do not appear on the agenda and is limited to no more than **three (3) minutes** for each commentator. Pursuant to NRS 241.020, no action may be taken upon a matter raised under this item until the matter has been specifically included on an agenda.
14. Adjournment. (For Possible Action)

MINUTES

JOINT COORDINATING COMMITTEE (JCC) FOR THE TRUCKEE MEADOWS WATER RECLAMATION FACILITY (TMWRF) Wednesday, June 1, 2022

The Joint Coordinating Committee (JCC) meeting was hybrid using Zoom and meeting in person at Reno City Hall in the 7th Floor Caucus Room at 1 E. First Street, Reno NV and conducted the following business:

1. Call Meeting to Order

The meeting was called to order by Chair Flansberg at 9:05 a.m.

2. Roll Call - A quorum was present.

Committee Members Present

Donald Abbott	Council Member, City of Sparks
Jeff Cronk	Finance Director, City of Sparks
John Flansberg	Public Works Director, City of Reno
John Flansberg (<i>proxy for Thornley</i>)	Public Works Director, City of Reno
Armando Ornelas (<i>proxy for Martini</i>)	Community Services Director, City of Sparks
Armando Ornelas	Community Services Director, City of Sparks
Dwayne Smith (<i>proxy for Solaro</i>)	Director of Engineering, Washoe County
Vicki Van Buren	Interim Finance Director, City of Reno

Members Absent

John Martini (<i>proxy present</i>)	Assistant City Manager, City of Sparks
Chris Melton	General Manager, SVGID
David Solaro (<i>proxy present</i>)	Director of Community Services, Washoe County
Doug Thornley (<i>proxy present</i>)	City Manager, City of Reno
Bonnie Weber	Council Member, City of Reno

Staff Present

Susan Ball Rothe	Deputy City Attorney, City of Reno
Matt Smith	Associate Civil Engineer, City of Reno
Trina Magoon	Director of Utility Services, City of Reno
Dustin Waters	Assistant Director of Utility Services, City of Reno
Michael Drinkwater	TMWRF Plant Manager, City of Sparks
Jerry Kingery	TMWRF Maintenance Manager, City of Sparks
Rick Breese	TMWRF Operations Manager, City of Sparks

3. Public Comment

None

4. Approval of Agenda (For Possible Action)

IT WAS MOVED BY MEMBER ORNELAS, SECONDED BY MEMBER ABBOTT, TO APPROVE THE AGENDA. THE MOTION CARRIED UNANIMOUSLY.

5. Approval of Minutes for March 2, 2022 JCC Meeting and April 6, 2022 JCC Special Meeting (For Possible Action)

IT WAS MOVED BY MEMBER ORNELAS, SECONDED BY MEMBER CRONK, TO APPROVE THE AGENDA. THE MOTION CARRIED UNANIMOUSLY.

6. Informational Management Reports from TMWRF Management Team:

a. Safety Update – Plant Manager

Paul Shapiro, TMWRF Safety Coordinator, reported there has been one near miss incident and one medical incident.

Michael Drinkwater, TMWRF Plant Manager, reported that Tom Barnes, Crew Supervisor, suffered a medical emergency and is recovering in the hospital.

Mr. Shapiro stated that staff at TMWRF was able to provide life saving care for Mr. Barnes before paramedics arrived.

b. Staffing Update – Plant Manager

Mr. Drinkwater reported they will be short a crew supervisor for an extended period and discussed plans to cover for Mr. Barnes.

A new electrician will be starting on Monday. One of our mechanics transferred to be an electrician leaving an opening for a mechanic.

Jerry Kingery was an electrical crew supervisor and is now the TMWRF Maintenance Manager. His crew supervisor position will now be filled internally leaving another opening for an electrician.

We are still recruiting for a Control Systems Programmer.

c. FY 22 Budget-to-Actual as of May 25, 2022 – Plant Manager

Mr. Drinkwater reviewed the summary sheet included in the meeting packet.

d. The Influent Flow Split – Plant Manager

Mr. Drinkwater reviewed information regarding the flows.

e. Ongoing Operations activities including status of processes – Operations Manager

Rick Breese, TMWRF Operations Manager, reported on the Operations Process Performance Metrics for January through April 2022. He also reported on operations activities and staffing. Operations currently needs a minimum of 20 operators to staff all shifts and but is running with 17 operators with 110 hours of overtime per week.

f. Ongoing process and chemical optimization – Plant Process Engineer

Casey Mentzer, TMWRF Process Engineer, provided a summary of the chemical budget and reviewed the status of the UV disinfection project. Supply chain issues were also discussed. They are working to establish relationships with other chemical suppliers to help ward off unanticipated hiccups in the supply chain.

g. Ongoing Maintenance activities – Maintenance Manager

Jerry Kingery, TMWRF Maintenance Manager, reported that electrical work orders and PMs are trending up due primarily to one of the electricians being in the acting crew supervisor role. The two new electricians coming in will help. The mechanical work orders and PMs are also trending up due primarily to rotating acting crew supervisors. Vacation leave has also increased with COVID restrictions easing up. Filling open positions will help reduce the past due work.

7. Update and discussion regarding compliance with the allowable Total Nitrogen (TN), Total Phosphate (TP) and Total Dissolved Solids (TDS) discharges in accordance with the National Pollutant Discharge Elimination System permit issued by Nevada Division of Environmental Protection (NDEP) - Plant Manager.

Mr. Drinkwater reviewed information included in the report regarding compliance with the allowable Total Nitrogen (TN), Total Phosphate (TP) and Total Dissolved Solids (TDS) discharges in accordance with the National Pollutant Discharge Elimination System permit.

We anticipate we will be above the limit for nitrogen compliance by the end of the year. We met with the Nevada Division of Environmental Protection (NDEP) in April to discuss the situation. We received positive feedback from NDEP in the sense that they were happy we were out in front of it having this conversation with them early in a proactive manner.

8. Update and discussion on the TMWRF Capital Improvement Program (CIP) progress - City of Reno TMWRF CIP Program Manager.

Matt Smith, TMWRF CIP Program Manager, reviewed the current status of the TMWRF CIP. All projects are progressing on time and within budget. There are ten engineering projects and evaluations and three CIP construction projects currently underway. One engineering project has been completed since the last JCC meeting. The status of capital project funding was also included in the report.

9. Public Comment

Susan Ball Rothe, Deputy City Attorney, stated the next TMWRF JCC meeting is scheduled for August 3.

Member Smith requested a future agenda item for discussion of available treatment capacity projections, the split, and tying that back to the CIP planning.

10. Adjournment (For Possible Action)

The meeting was adjourned at 10:47 a.m.

Respectfully submitted by,
Christine Birmingham, Recording Secretary