

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *ML*
INTERIM GENERAL MANAGER
DATE: MAY 19, 2011



PRESENTATIONS AND PUBLIC COMMENT

- C-1) PUBLIC COMMENT ON ITEMS NOT ON AGENDA
Any member of the public may give comments on the presentations and address the Board relating to any matter within the Board's jurisdiction but not on the Board's agenda. **Public Comment is limited to three (3) minutes or otherwise at the discretion of the President.**
- C-2) REPORT ON MAY 11, 2011 REGULAR MEETING CLOSED SESSION
Announcement of Actions, if any, Taken in Closed Session
- C-3) NCSD OPERATIONS SUPERINTENDENT
Update Report re: Recent Activities
- C-4) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.
Receive Announcements and Reports from Directors

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *MSL*
INTERIM GENERAL MANAGER
DATE: MAY 19, 2011



MAY 11, 2011 REGULAR MEETING CLOSED SESSION REPORT

ITEM

Announcement of Actions, if any, Taken in Closed Session [NO ACTION REQUESTED].

BACKGROUND

The May 11, 2011 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. PUBLIC EMPLOYEE APPOINTMENT (GOVERNMENT CODE §54957)
Title: District General Manager.
3. ANNUAL PERFORMANCE REVIEW OF DISTRICT LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54957

Staff will report on closed session action taken, if any.

RECOMMENDATION

No Action

ATTACHMENTS

- None

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *Msl*
INTERIM GENERAL MANAGER
DATE: MAY 19, 2011



MONTHLY SUPERINTENDENT UPDATE REPORT

ITEM

NCSD Utility Superintendent Tina Grietens Report re Summary Operations Activities [NO ACTION REQUESTED].

BACKGROUND

District Utility Superintendent Tina Grietens is scheduled to summarize the attached outline.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentations and ask questions as appropriate.

ATTACHMENTS

- Utility Division Update

NIPOMO COMMUNITY

BOARD MEMBERS

JAMES HARRISON, PRESIDENT
LARRY VIERHEILIG, VICE PRESIDENT
ED EBY, DIRECTOR
MIKE WINN, DIRECTOR
DAN GADDIS, DIRECTOR



SERVICES DISTRICT

STAFF

MICHAEL LEBRUN, INTERIM GENERAL MANAGER
LISA BOGNUDA, ASSISTANT GENERAL MANAGER
PETER SEVCIK, P.E., DISTRICT ENGINEER
TINA GRIETENS, UTILITY SUPERINTENDENT
JON SEITZ, GENERAL COUNSEL

Serving the Community since 1965

148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932 Website address: NCS.D.CA.GOV

TO: MICHAEL LEBRUN, INTERIM GENERAL MANAGER
FROM: TINA GRIETENS, UTILITY SUPERINTENDENT
DATE: MAY 19, 2011
SUBJECT: UTILITY DIVISION UPDATE –APRIL 20- MAY 19, 2011

- **Southland Wastewater Plant and Utility Yard**
 - Southland Effluent: BOD in compliance for month of April; suspended solids exceeded monthly average in April, suspended solids results received for May 79 mg/l and 38 mg/l; the monthly average limit is 60 mg/l. Staff expects full compliance in May
 - Effluent settleable solids exceeded daily and monthly limit on April 2, 2011 during sludge dredging operation
 - 18.9 Million Gallons treated; Average daily flow: 0.632 Million Gallons for month of April
 - Flow volume remains elevated relative to recent history. Staff is scheduling a recheck of the flow meter calibration conducted in January 2011.
- **Blacklake Wastewater Reclamation Facility**
 - 1.9 Million Gallons treated; Average daily flow: 0.064 Million Gallons -April
 - Documentation of settleable solids test on 4/22/11 omitted, operator error
- **Sewer Collection system**
 - NCS.D Board of Directors approved purchase of two standby generators
 - Cleaning problematic lift stations every other week and trouble spots monthly with VacCon
- **Water Distribution System and Wells**
 - April well production: 67.57 Million Gallons, 207.45 Acre Feet
 - Via Concha Well bacteria testing in progress with a scheduled return to service of May 20, 2011
 - Repaired water leak on service line on Chestnut
 - Investigated water leak originating from private well adjacent to District services on Knotts Street.

- **Maintenance Program**
 - Eighty seven residential water meters replaced
 - Two hundred ninety six valves exercised

- **Compliance**
 - Prepared Monthly Drinking Water Report for April
 - Prepared April Monthly, Quarterly and Semi-Annual Wastewater Monitoring Reports for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board
 - Prepared April Monthly Wastewater Monitoring Report April for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board
 - Prepared Annual Water Report to California Department of Health Services, Utilizing Electronic Annual Reporting format
 - Continued weekly in house laboratory analyses for biochemical oxygen demand and suspended solids on influent and effluent from the Southland Wastewater Treatment Facility
 - Quarterly and Semi-Annual sampling results April within limits except-
 - Wells: Quarterly- Iron, Manganese, Coliform and Arsenic
 - Church exceeded Iron mcl of 300 mg/l with 560 mg/l
 - Bevington exceeded Manganese mcl of 50 mg/l with 80 mg/l
 - Bevington at mcl for Arsenic of 10 mg/l
 - Blacklake Wastewater Quarterly- Total Dissolved Solids, Sodium, Chloride-all limits met except Sodium (limit =133mg/l; result =150 mg/l)

- **Training**
 - Annual fire extinguisher training for all staff held 4/29/11
 - Quarterly “all hands” safety training held 5/12/11

- **Personnel**
 - Utility Worker position closed 4/15/11, applicants interviewed 5/20/11

Attachment: April Monthly Distribution System Report

MONTHLY SUMMARY OF DISTRIBUTION SYSTEM COLIFORM MONITORING (including triggered source monitoring for systems subject to the Groundwater Rule)

System Name <p style="text-align: center; font-size: 1.2em;">Nipomo Community Services District</p>	System Number <p style="text-align: center; font-size: 1.2em;">4010026</p>
Sampling Period <p style="text-align: center; font-size: 1.2em;">April</p>	Year <p style="text-align: center; font-size: 1.2em;">2011</p>

	Number Required	Number Collected	Number Total Coliform Positives	Number Fecal E.coli Positive
1. Routine Samples (see note 1)	<u>12</u>	<u>16</u>	<u>0</u>	<u>0</u>
2. Repeat Samples following Samples that are Total Coliform Positive and Fecal/E.coli <i>Negative</i> (see notes 5 and 6)		<u>0</u>	<u> </u>	<input style="width: 40px; height: 20px;" type="text"/>
3. Repeat Samples following Routine Samples that are Total Coliform <i>Positive</i> and Fecal/E.coli Positive (see notes 5 and 6)		<u>0</u>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>
4. MCL Computation for Total Coliform Positive Samples				
a. Totals (sum of columns)		<u>16</u>	<u>0</u>	
b. If 40 or more samples collected in month, determine percent of samples that are total coliform positive [(total number positive/total number collected) x 100] = _____ %				
c. Is system in compliance...with fecal/E. coli MCL? (see notes 2 and 3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
...with monthly MCL? (see note 4)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
5. Source Samples Triggered by Routine Samples that are Total Coliform Positive (This applies only to systems subject to the Groundwater Rule - see notes 7 and 8)		<u>0</u>	<u> </u>	<input style="width: 40px; height: 20px;" type="text"/>
6. Invalidated Samples (Note what samples, if any, were invalidated; who authorized the invalidation; and when replacement samples were collected. Attach additional sheets, if necessary.)				
7. Summary Completed By:				

Signature <p style="font-size: 1.5em; font-family: cursive;">Tina Grietens</p>	Title <p style="text-align: center; font-size: 1.2em;">Utility Superintendent</p>	Date <p style="text-align: center; font-size: 1.2em;">5-6-11</p>
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NOTES AND INSTRUCTIONS:

1. Routine samples include:
 - a. Samples required pursuant to 22 CCR Section 64423 and any additional samples required by an approved routine sample siting plan established pursuant to 22 CCR Section 64422
 - b. Extra samples are required for systems collecting less than five routine samples per month that had one or more total coliform positives in previous month;
 - c. Extra samples for systems with high source water turbidities that are using surface water or groundwater under direct influence of surface water and do not practice filtration in compliance with regulations;
2. Note: For a repeat sample following a total coliform positive sample, any fecal/E.coli positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Department (22, CCR, Section 64426.1).**
3. Note: For repeat sample following a fecal/E.coli positive sample, any total coliform positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Department (22, CCR, Section 64426.1).**
4. Total coliform MCL (Notify Department within 24 hours of MCL violation):
 - a. For systems collecting less than 40 samples, if two or more samples are total coliform positive, then the MCL is violated.
 - b. For systems collecting 40 or more samples, if more than 5.0 percent of samples collected are total coliform positive, then the MCL is violated.
5. Positive results and their associated repeat samples are to be tracked on the Coliform Monitoring Worksheet.
6. Repeat samples must be collected within 24 hours of being notified of the positive results. For systems collecting more than one routine sample per month, three repeat samples must be collected for each total coliform positive sample. For systems collecting one or fewer routine samples per month, four repeat samples must be collected for each total coliform positive sample.
7. For systems subject to the Groundwater Rule: Positive results and the associated triggered source samples are to be tracked on the Coliform Monitoring Worksheet.
8. For triggered sample(s) required as a result of a total coliform routine positive sample, an *E.coli*, enterococci, or coliphage positive triggered sample (boxed entry) **requires immediate notification to the Department, Tier 1 public notification, and corrective action.**

Abalone Coast Bacteriology Lab
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Order #: 11-1968
 Date/Time Rec'd: 4/5/11 1600

Nipomo CSD
 P.O. Box 326
 Nipomo, CA 93444


Contact: Tina Grietens
 Phone: 929-1133 x236
 Sampler: Rigo Rodriguez

Project: **System Water Samples- 40-026**

Sample #	Sample Description	Date / Time	Analysis	Method	Result	Units	RL	Completed
-1	Sunday	4/5/11 1335	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	CI2-1.20		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11
-2	Meredith	4/5/11 1010	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	CI2-1.11		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11
-3	Waypoint	4/5/11 1245	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	CI2-1.28		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11
-4	Juniper	4/5/11 1115	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	CI2-1.03		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11
-5	Standpipe (Suvey)	4/5/11 1140	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	CI2-1.01		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11
-6	Quads (Survey)	4/5/11 1050	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	CI2-1.06		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11

			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11
-7	Blacklake Tank	4/5/11 1310	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/06/11
	(Survey) CI2-.94		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/06/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/07/11

Report Completion date: 4/7/11

Reviewed: 
Amanda Smith, Lab Director

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Order #: 11-2152
 Date/Time Rec'd: 4/12/11 1445

Nipomo CSD
 P.O. Box 326
 Nipomo, CA 93444


Contact: Tina Grietens
 Phone: 929-1133 x236
 Sampler: Rigo Rodriguez

Project: System Water Samples- 40-026

Sample #	Sample Description	Date / Time	Analysis	Method	Result	Units	RL	Completed
-1	Champion	4/12/11 1125	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-1.05		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/14/11
-2	Ridge	4/12/11 1245	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-.93		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	2.	CFUs/ml	2	04/14/11
-3	Ewing	4/12/11 1200	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-1.05		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/14/11
-4	Lyn/Pomeroy	4/12/11 1145	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-1.03		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/14/11
-5	Quads	4/12/11 1345	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-1.0		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/14/11
-6	Standpipe	4/12/11 1320	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-1.02		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/14/11

-7	Blacklake Tank	4/12/11 1110	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/13/11
	CI2-.97		E-coli	IDEXX	Absent	/100ml	1	04/13/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/14/11

Report Completion date: 4/15/11

Reviewed: 
Amanda Smith, Lab Director

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Order #: 11-2298
 Date/Time Rec'd: 4/19/11 1525

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 Nipomo, CA 93444


Contact: Tina Grietens
 Phone: 929-1133 x236
 Sampler: Rigo Rodriguez

Project: System Water Samples- 4010026

Sample #	Sample Description	Date / Time	Analysis	Method	Result	Units	RL	Completed
-1	Wilson	4/19/11 1250	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-87		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	3.	CFUs/ml	2	04/21/11
-2	Southland	4/19/11 1340	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-1.03		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	ND.	CFUs/ml	2	04/21/11
-3	Red Berry	4/19/11 1130	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-1.20		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	18.	CFUs/ml	2	04/21/11
-4	Vista Del Rio	4/19/11 1030	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-33		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	ND.	CFUs/ml	2	04/21/11
-5	Standpipe	4/19/11 1150	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-97		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	3.	CFUs/ml	2	04/21/11
-6	Quads	4/19/11 1320	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-97		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	ND.	CFUs/ml	2	04/21/11

-7	Blacklake Tank	4/19/11 1100	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/20/11
	CI2-99		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/20/11
			Hetero Plate Count	SM 9215 B.	6.	CFUs/ml	2	04/21/11

Report Completion date: 4/22/11

Reviewed: 
Amanda Smith, Lab Director

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Order #: 11-2460
 Date/Time Rec'd: 4/26/11 1600

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 Nipomo, CA 93444


Contact: Tina Grietens
 Phone: 929-1133 x236
 Sampler: Rigo Rodriguez

Project: System Water Samples- 4010026

Sample #	Sample Description	Date / Time	Analysis	Method	Result	Units	RL	Completed
-1	Ridge	4/26/11 1310	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- 1.27		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/28/11
-2	Ewing	4/26/11 1140	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- 1.22		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/28/11
-3	Links	4/26/11 1120	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- .99		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11
			Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/28/11
-4	Lyn/ Pomeroy	4/26/11 1200	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- 1.14		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11
			Hetero Plate Count	SM 9215 B.	2.	CFUs/ml	2	04/28/11
-5	Quads	4/26/11 1355	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- 1.04		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11
	(Survey)		Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/28/11
-6	Standpipe	4/26/11 1330	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- 1.06		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11

	(Survey)		Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/28/11
-7	Blacklake Tank	4/26/11 1050	Total Coliform	SM 9223 B.	Absent	/100ml	1	04/27/11
	CI2- .97		<i>E-coli</i>	IDEXX	Absent	/100ml	1	04/27/11
	(Survey)		Hetero Plate Count	SM 9215 B.	<2.	CFUs/ml	2	04/28/11

Report Completion date: 4/29/11

Reviewed: 
Amanda Smith, Lab Director