

WILLITS WWTP HEADWORKS

WEEKLY STATUS MEETING AGENDA

03 January 2007

I. Weekly Progress Report

A. Willits

1. Revised Demo and Site Plans
2. Influent Sewer Flow Meter
3. List of Required Details for remainder of Project
4. Submitted 50% QA set to RWQCB on 27 Dec 2006

B. Coos Bay

- 1.

II Goals for the next week

A. Willits - TRL

1. Complete details for Roof Support Beam
2. Complete Influent sewer plan and profile sheet, begin yard piping profiles
3. **Specs for Flow Meters** and Sliding Bearing Pad for Roof Support Beam
4. Draft other details for yard piping and Headworks Building

B. Coos Bay - SD

- 1.

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Project Meeting Notes

Table with meeting details: Date (January 3, 2007), Time (9:00am - 10:20 am), Project (Willits WWTP Project), Attendees (Coos Bay, Redding, Willits), Absent (John Aveggio), Add'l CCs (Richard Sample, Jeff Anderson), Purpose of Meeting (Weekly Progress Check-In).

Table with 3 columns: Item, Discussion, Action. Item IA1 discusses flow meter submission and design team discussion on metering devices. Action: Lewis will prepare technical memo...

Civil • Environmental • Geotechnical • Surveying
Waste Management • Construction Monitoring • Materials Testing
Economic Development • Planning & Permitting • Botanical Surveys

| Item | Discussion | Action |
|------|------------|--------|
| | plant. | |

- SD Are we talking about pumping out to the surge basins right now?
- JC Yes
- SD So we will always be pumping out the surge basins
- MD We could be overflowing
- JC Going to the storm ponds during the storm; when we raise our capabilities there will be less going to the storm basins.
- TH **Nowing the situation with Brooktrials do you feel it would be prudent to put a flow dart,**
- JC At this stage we need to involve Brooktrials (Mike Chapman) -
- SD Does this need to be instantaneous, or total flow for the pond - you will have the number.
- TH This is more of a perceptual thing - JC's point about bring in Brooktrials at this point. Steve always thought there would be some metering device upstream from the plant - always his intent.
- SD We would be able to collect data on the effect of rainfall on the plant -
- TH Each of the agencies, Brooktrials/COW will need this data, advantageous -
- JC Information will be needed in the future
- TL **Should be as accurate as possible**
- TH **Industry standard accuracy is a flow dart - we could defuse the whole thing and put a device upstream from the plant**
- SD Put a memo together on upstream flow; _____ if there is going to be an influent meter, what Brooktrials flow will be based on ... and then send to Brooktrials and let them review.
- TL I think we should have
- TH Who's in the best position to write that
- JC If you can give me a suggestion of what
- TL He is an expert on flow meters - entire spectrum of what's available on the market and what the good points are and what the weak spots are.
- ACTION: Terry Lewis will write technical memo to JC and JC will forward it to the fellow up in Oregon to be shared with Brooktrials. Memo to be QA by Donovan.**
- JC The local rep in Santa Rosa - is not dependable. Water Plant had a flow dart that went out that was 14 months old, no warranty and can't get parts.
- TH Without support or ongoing maintenance
- JC Looks like Hock will be taking over the Marsh McBurney - If Scott gets it
- TH **In terms of your preference, if flow dart was to have a good rep in the area would that be your first choice;**
- JC **Yes**
- TH City is actually prep for this C/C and City Manager, and bounced off of Brooktrials. We can reference an alternative if we can't find a decent rep.
- SD Concurred.
- SD How are we going to measure flows to the surge basin -
- JC Yes, it would be nice.
- SD If it's all pumped, mag meter.
- TL It would be a secondary item of information; you would have your total pump flow from the influent meter, you would have mag meters on the pump station for the entire, then the meters on the ponds to let you know what was being _____ off.
- MD Then are we measuring this twice;
- SF Mark and I've discussed this before, the bypass in the interim _____ box to the surge basin from the influent box, then that flow would be measured twice - that's a discussion that has more to do with the storm water. This can be resolved today or the design meeting.

TL Instead of two mag meters on the influent to the screens, perhaps a mag meter further down stream to the flow splitter structure then we would now exactly what was going into the

JC from an operator perspective, nice to know what you're bring back form the ponds - he can equate it in the long run - variation of the pond elevation

SD The mag meter

TH How much influence does the rainfall - Brooktrails should be paying for

JC 400 gallons per minute; 700-800 gallons per minute; low flow of 150 gallongs pwer minute from Brooktrails

SD How would the water get gack to the plant?

TL Explained how the water would

SD If you are pumping form the collection system to the surge basin you would uise a mag meter on what is coming out of the And then use somekind of low device to let you know what is coming back to the system.

SF You wouldn't be able to use mag meter

TL from the return line, ... you would have to do a calculation, neck it down to a 12" line

JC pulling about 600 gallons per minute

TH The 18" is an existing pipe and we were using it because it was there - if we were going to step it down for metering purposes.

Several different options were discussed

SD He was looking for a process diagram here

TL Need to work on sheet G5 in the plans - I can put this toether with the flow memo

TH Can we have this for meeting next Wednesday - if we had the process diagram

SD Need to 1/10/2006

Tech memo with flow scamatic and details on some of the hardware.

DS Almost finished with list of required details for remainder of Project; needs to run this draft list with Coos Bay

TL For whole project - a lot of information from Coos Bay for the 50%, Willits will send to Coos Bay will put it on the FTP site today.

SF Things like pipe penetration - are you going to use the standard details and then call out spec details from that sheet. There are somethings that don't need to be included

MS Erich and I creating an all encompassing

TH Absolutely important that this list of details is sahrd amongst the entire team - then we can QA/QC - seems like this is something that needs input from everyone.

TL Concurred

TH When you get this list (Mark, Susan, etc.) everybody needs to take a close look so that we know it is relative to our plan set

Coos Bay - Weekly Progress from last week.

MD Working on specs for the _____; Need to get _____ Richard Sample in the weekly meetings; he's assuming that we can do somethings control wise - would make sure that Sample and JC.

TH How soon can you have this?

MD With help on the specs should be able to get this together by the end of the week. Mater of few hours of week. Target to get into your hands by the end of this week. 4:30 pm on Friday.

SF Erich has got a lot of drafting done on the upper floor and screening; looks a lot better than 50% drawings. She didn't get a whole lot of work done last week;

TH What are we doing to merge the specs.

SF TL posting, she's reviewing for final form.

TH Do you have everything SF needs to do this?

SF Master copy is on the FTP site;