

PORT COSTA SANITARY COMMISSION

Regular Business Meeting AGENDA FOR WEDNESDAY, SEPTEMBER 7, 2022

TIME: 7:00 PM
PLACE: Port Costa School, 1 Plaza Del Hambre, Port Costa

The Port Costa Sanitary Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. PUBLIC HEARING:
5. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Receive Self-Monitoring Report cover letters for July 2022.
6. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on other financial matters.
7. WASTEWATER:
8. REPORT OF DEPARTMENT MANAGER: (These items are typically for exchange of information only. No action will be taken at this time.)
 - a. Operations, maintenance and capital improvements.
 - b. Governmental matters.
 - c. Announcements and discussion.
9. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)
10. CONSENT CALENDAR: Consideration of a motion to approve the following item:
 - a. Approve Minutes of August 10, 2022.
11. FUTURE AGENDA ITEM:

Bull Valley Agricultural Center & Port Costa School – scope and costs.
12. COMMENTS FROM COMMISSIONERS:

13. ADJOURNMENT to October 12, 2022.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California, 94525.

August 29, 2022

William Burrell
Water Resource Control Engineer
San Francisco Bay Regional
Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

SUBJECT: Self-Monitoring Report Submittal for July 2022 for Crockett Community Services District (CCSD) WWTP Port Costa, CA

The Legally Responsible Official (LRO) for CCSD is James Barnhill, contact phone number (510) 787-2992. The Chief Plant Operator is Nicholas Gaunt with Valley Operators, a licensed California Wastewater Treatment Plant Contract Operator (40029), contact phone number (925) 698-4636.

The CCSD Port Costa WWTP contracts laboratory testing with Eurofins Environmental Laboratories, Inc., which is an ELAP, certified lab. All sampling and testing analysis records are maintained and available for inspection during normal business hours at the contract lab located at 5063 Commercial Circle Suite H, Concord, CA 94520-8577 (925) 689-9022.

The monthly report for June 2022 has been uploaded to the CIWQS website.

On July 31st bioassay results were reported from the laboratory with a 15% survival due to the depletion of dissolved oxygen. It was not confirmed as to why the dissolved oxygen levels depleted, per the laboratory there were no signs of toxicity.

After a retest of the bioassay was completed, there was a 95% survival in the effluent.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designated to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Prepared by:


Nicholas Gaunt,
Chief Plant Operator

Legally Responsible Official:


James Barnhill
Port Costa Manager

cc: Casey Wichert, Valley Operators

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525
Telephone (510) 787-2992
Fax (510) 787-2459
e-mail: manager@town.crockett.ca.us
website: www.town.crockett.ca.us

MINUTES OF REGULAR MEETING, AUGUST 10, 2022

1. CALL TO ORDER: The meeting was called to order at 7:07 PM by. Present were Commissioners List, Klaiber, and Scheer, along with Dept. Manager Barnhill and District Engineer Murdock. Commissioner Cusack arrived at 7:16 PM. Commissioner List Chaired the meeting. Commissioner Surges was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
- 5.a. DISTRICT BOARD ACTIONS: Mr. Barnhill reported that the District Board approved the Port Costa Commission recommendation for a Sewer Use Charge increase of \$100 for 2022/2023. He said there were minor edits to the Sewer Use Charge report, acronyms were removed. Mrs. Scheer asked if the public attended the District Board meeting. Mr. Murdock said that public did not attend the Sewer Use Charge portion of the District Board meeting. Mr. Murdock mentioned that there are expected vacancies on the District Board.
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported no exceedances in April and June and there were no SSO's in July.
6. FINANCIAL REPORT: Mr. Barnhill reported on the Monthly Summary Worksheet. He said the expense on the first page for \$3,156.16 (check # 1543) was a Recreation Department expenditure using a Port Costa Sanitary Department check. He said the three expenses on the second page, \$1,418.75, \$138.38, and \$1,868.42 (check #'s 1619, 1620, 1621) are shared expenses with the Recreation Department using Port Costa Sanitary Department Checks. Port Costa Sanitary Department will cover a share of those costs, he said he will update the Commission on the amount Port Costa Sanitary Department is responsible for. The Recreation Department has received new checks and should not have to use Port Costa checks going forward. He said the expense for \$1,300.00 (check # 1622) is for regular hydro jet maintenance of the sewer collection system. He said it is to clean the public sewer lines to help prevent clogging and backups. He said the expense for \$639.00 (check # 1544) was primarily for laboratory, plus incidentals.
7. WASTEWATER: Mr. Barnhill said the contract rate has increased from \$4,400 to \$4,600 per month. The Commission discussed the contract. Weeding of the property and the sand beds was discussed. Mr. Barnhill said that Exhibit A says that contracted operators are responsible

Commissioners: Tom Cusack, Karren Klaiber, Tom List, Anne Scheer, Joe Surges

for weeding the sand filter beds and the treatment plant grounds. Mr. Barnhill said that he has had many discussions about weeding of the beds with Valley Operators. He said he included a statement from the Operation and Maintenance manual in his renewal email to Valley Operators that says weed growth in the sand can cause algae growth. He said he included the "weed growth" statement in the previous contract renewal email, years ago. A motion to recommend acceptance of the Services Agreement Between Crockett Community Services District and Valley Operators, LLC was unanimous (kk/as)

8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that a new automatic transfer switch (ATS) was installed on the treatment plant emergency generator. He said the original ATS that came with the genset was an indoor rated ATS and was not suitable for outdoor use at all. He said the original ATS is mothballed and could be utilized in the future in an indoor environment. Mr. Barnhill reported that the debris layer (scum) in the septic tank is isolated to chamber #1 and was assessed to be 8" deep. He said the scum will likely be pumped in September or October. He said that sludge has been detected in the tank up to 24" and the first 16" or so is compact. He said it is time to begin considering cutting access hatches into the tank roof to allow for sludge removal. He said the primary risk is Hydrogen Sulfide gas H₂S which is explosive and poisonous and advises that a contractor perform the work.

8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Barnhill said that he began spending time working on the NPDES Discharge Permit renewal process. He said the first deadline is in March 2023. He said he asked Larry Walker Associates to provide an estimate for service to identify shortcomings, required actions, and regulatory changes to efficiently submit for renewal. The first deadline for submission is a report on wastewater discharge. The report will include all laboratory data collected over four years. The data will not be completely collected until approximately January 2023.

8.c. STAFF ANNOUNCEMENTS: None

9. REPORTS FROM COMMISSIONERS: None

10. CONSENT CALENDAR: The consent item was approved unanimously (as/kk):
a. Approve Minutes of May 16 and July 13, 2022.

11. FUTURE AGENDA ITEMS: None

12. COMMISSIONER COMMENTS:

13. ADJOURNMENT: The meeting was adjourned at 8:04 PM until September 7, 2022.

Respectfully submitted,



James Barnhill
August 11, 2022

Commissioners: Tom Cusack, Karren Klaiber, Tom List, Anne Scheer, Joe Surges