

# PORT COSTA SANITARY COMMISSION

Regular Business Meeting  
AGENDA FOR WEDNESDAY, JULY 14, 2021

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

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*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. Receive Self-Monitoring Report for May 2021.
  - b. Consider report on actions taken by the District Board.
6. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on other financial matters.
7. WASTEWATER:

Receive Contingency and Spill Prevention Plan.
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 June 9, 2021.
  - b. Receive Hazardous Materials Program Inspection report.

11. FUTURE AGENDA ITEMS:
12. COMMENTS FROM COMMISSIONERS:
13. ADJOURNMENT to August 11, 2021

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us](http://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. The Board has designated the District's website located at <https://www.town.crockett.ca.us/meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager. 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.*

COPY

June 28, 2021

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 May 2021 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 May 2021 has been uploaded to the CIWQS website.

During the month of May no exceedances occurred.

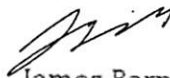
*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designated to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage 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 DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

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e-mail: [manager@town.crockett.ca.us](mailto:manager@town.crockett.ca.us)

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## MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.: 6/23/21 LATEST FUND REPORT 6/11/21

OPERATING FUND 3425

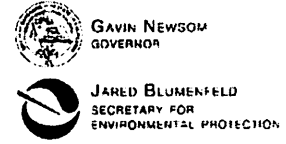
CASH CARRIED FORWARD:	\$162,804.71	ACCRUED DEBT:	
ACTIVITY:			
Warrants (1326-1329)	(\$6,322.04)	PYs due CVSan Dep	\$24,233.49
Permit 21-7	\$30.00	Loan#2 due CVSan	\$203,986.49
Investment Services	\$0.00	Loan#3 due CVSan	\$150,000.00
Transfer to Investment	(125,000.00)		

CASH BALANCE:	\$31,512.67	ACCRUED DEBT:	\$378,219.98
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ADV ON SUC BEG. BALANCE	\$12,347.50
Cash Conversion	\$0.00
Ending Balance	\$12,347.50

INVESTED BEGIN. BALANCE	\$224.30
Interest	\$0.00
Transfer to Invest	\$125,000.00
Ending Balance	\$125,224.30

FUND BALANCE:	\$169,084.47	\\san\pc\bud&fin\wrksht
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## San Francisco Bay Regional Water Quality Control Board

July 7, 2021  
CW-248886

Crockett Community Service District  
James Barnhill, Sanitary Department Manager  
(via email only to [jbarnhill@town.crockett.ca.us](mailto:jbarnhill@town.crockett.ca.us))  
P.O. Box 578  
Crockett, CA 94525

**Subject: Review of 2020 Pollution Prevention Report, Port Costa Wastewater Treatment Plant**

Dear James Barnhill:

We reviewed Crockett Community Service District's 2020 annual pollution prevention (P2) report. Based on our review, the program's requirements were fulfilled.

We are proud of the District's excellence in preventing pollutants right at the source. Despite the uncertainty that the past year has brought, the District continued to combat against copper, cyanide, mercury, and other pollutants. We also appreciate the continued involvement with the Bay Area Pollution Prevention Group and look forward to future P2 efforts.

If you have any questions, feel free to contact me at [Debbie.Phan@waterboards.ca.gov](mailto:Debbie.Phan@waterboards.ca.gov) or (510) 622-2116.

Sincerely,

A handwritten signature in black ink, appearing to read "Debbie Phan".

Debbie Phan  
Water Resource Control Engineer  
Pollution Prevention Program Manager

**CROCKETT COMMUNITY SERVICES DISTRICT  
PORT COSTA WASTEWATER TREATMENT FACILITY  
CONTINGENCY PLAN UPDATE  
JUNE 2021**

**STATEMENT OF PURPOSE**

A variety of emergency conditions can interfere with normal operations of wastewater collection and treatment facilities. It is essential to anticipate and prepare for all types of emergencies. The California Regional Water Quality Control Board (RWQCB) adopted policies and requirements for development and implementation of contingency plans to insure that facilities remain in, or are rapidly returned to operation in the event of emergencies and that measures are taken to clean up the effects of untreated wastes.

On December 12, 2018, the RWQCB – San Francisco Bay Region (SFBR) re-issued National Pollutant Discharge Elimination System (NPDES) permit No. CA0037885 to Crockett Community Services District (CSD) Port Costa Wastewater Treatment Plant under Order No. R2-2018-0053 effective February 1, 2019. At a minimum the Discharger shall review, revise and update the Contingency and Spill Prevention Plan so that it remains useful and relevant to current practices. At minimum, reviews shall be conducted annually.

The Order included the following requirement:

1. ***Contingency Plan*** - *The Discharger shall maintain a Contingency Plan as originally required by Regional Water Board Resolution 74-10 and as prudent in accordance with current municipal facility emergency planning. The Contingency Plan shall describe procedures to ensure that existing facilities remain in, or are rapidly returned to, operation in the event of a process failure or emergency incident, such as employee strike, strike by suppliers of chemicals or maintenance services, power outage, vandalism, earthquake, or fire. The Discharger may combine the Contingency Plan and Spill Prevention Plan into one document. Discharge in violation of the permit where the Discharger has failed to develop and implement a Contingency Plan as described below will be the basis for considering the discharge a willful and negligent violation of the permit pursuant to California Water Code Section 13387. The Contingency Plan shall, at a minimum, contain the provisions of a. through g. below.*
  - A. *Provision of personnel for continued operation and maintenance of sewerage facilities during employee strikes or strikes against contractors providing services.*
  - B. *Maintenance of adequate chemicals or other supplies and spare parts necessary for continued operations of sewerage facilities.*
  - C. *Provisions of emergency standby power.*
  - D. *Protection against vandalism.*
  - E. *Expeditious action to repair failures of, or damage to, equipment and sewer lines.*
  - F. *Report of spills and discharges of untreated or inadequately treated wastes, including measures taken to clean up the effects of such discharges.*
  - G. *Programs for maintenance, replacement, and surveillance of physical condition of equipment, facilities, and sewer lines.*

2. **Spill Prevention Plan** - *The Discharger shall maintain a Spill Prevention Plan to prevent accidental discharges and minimize the effects of such events. The Spill Prevention Plan shall:*
- A. *Identify the possible sources of accidental discharge, untreated or partially treated waste bypass, and polluted drainage;*
  - B. *Evaluate the effectiveness of present facilities and procedures, and state when they became operational; and*
  - C. *Predict the effectiveness of the proposed facilities and procedures and provide an implementation schedule containing interim and final dates when they will be constructed, implemented, or operational.*

*This Regional Water Board, after review of the Contingency and Spill Prevention Plans or their updated revisions, may establish conditions it deems necessary to control accidental discharges and to minimize the effects of such events. Such conditions may be incorporated as part of the permit upon notice to the Discharger.*

The event of emergency, the following may be called by District staff:

Vivian Housen, PE	(Engineering)	925-518-3487
Michael Donovan, PE		925-945-6850
Roto-Rooter, Contractor	(Line cleaning/repair)	925-939-3100
L.R. Paulsell, Contractor	(Line cleaning)	510-453-6203
West County Wastewater District	(Line cleaning)	510-222-6700
Bill's Underground, Contractor	(Line repair)	510-223-8205
Sewer Connection	(Line repair)	510-222-8205
Sewer Works	(Line repair)	510-778-5259
Restoration Management Co.	(remediation)	800-246-2682
ServiceMaster	(remediation)	800-480-8439
Underground Service Alert	(utilities marking)	800-227-2600
Big 4 Rents Equipment Rental		707-747-4444
California Diesel & Power	(genset svc/rental)	925-229-2700
Clean Harbors	(pumping)	707-747-6699
Ponder Environmental	(pumping)	877-256-8265
Fremouw Environmental	(pumping)	800-559-3274
Baker Corp	(rental tanks)	935-439-8251
Rain for Rent	(rental tanks)	925-679-2803

**Port Costa Sanitary Department Contingency Plant  
Provisions A. through G.**

- A. The District employs a Port Costa Sanitary Dept. Manager. The District contracts Port Costa Wastewater Treatment Plant and septic tank operations to Valley Operators LLC. Under the agreement, the contract operator provides operation and maintenance of the facility with 24 hours/day availability for emergency response. The operator has the option to terminate the agreement by written mutual consent with 6 Month notice giving the District time to contract with a new operator for continued operations and maintenance of the Port Costa facilities.
- B. Treatment chemicals are stored onsite at the septic tank yard. Diesel fuel for the emergency generator is stored in a 100-gallon supply tank installed in the base of the generator frame. These consumables are replenished when the contract operator notifies the District. Spare parts and supplies are kept onsite. The contract operator will notify the District when any supplies or spare parts are used and need replacement.
- C. A 25kw diesel generator is permanently installed onsite. The generator is designed to start automatically if there is a utility power interruption. The generator supplies enough electricity to operate all electrical components and equipment installed within the facility.
- D. The Wastewater Treatment Plant and Septic tank locations are protected against vandalism by a chain-link fence. The gates to the facilities are locked, as are all doors to buildings within the perimeter of the fencing.
- E. The contract operator is on-call 24 hours/day, 365 days/year in order to respond to emergencies, failures, or damage to the equipment and lines. Per their recommendation; repairs/replacement/bypass can be coordinated by District or by contract operator with prior written consent from the District. An Autodialer receives and relays alarm conditions via cellular call to a preset emergency responder list.
- F. When spills and discharges of untreated or inadequately treated wastes are recognized, they are to be immediately reported to the RWQCB by the contract operator. An initial contact and report is to be made within the stipulated 24-hour period, followed by a written report within 5 days. Appropriate vendors will be contracted to make system repairs, facilitate bypass or containment operations and conduct remediation, if needed. Sanitary Sewer Overflows (SSO's) attributed to the collection system are reported under SWRQB Order No. WQ2013-0058 based on category of discharge.
- G. The contracted operator of the system, Valley Operators, entered into a consulting services agreement with the District to provide operations and maintenance services for a prescribed time period. Under this agreement, they are to provide continuous operation and maintenance of the facility throughout the contract. The contractor reports changes in equipment condition to the District. In addition, the emergency generator has been scheduled for annual preventative maintenance service and periodic power failure testing to ensure its readiness to provide uninterrupted electrical supply. The original recirculation pumps which are primary components were removed from service and replaced with two refurbished pumps in March 2016. Crockett Community Services District Sewer System Management Plan addresses the maintenance, replacement and surveillance of the Port Costa Collection system.



## **Port Costa Sanitary Department Spill Prevention Plan Provisions A. through C.**

### **A. Possible sources of accidental discharge starting from the septic tank, ending at EFF-001 outfall. (The contract operators work at the WWTP and septic tank three days per week)**

1. Septic tank; The tank could overflow if the discharge end manhole is blocked or the interceptor line to the WWTP is blocked or otherwise out of normal operating condition (see item 2). If a high level is noticed the situation would be immediately addressed accordingly using available resources and vendors.
2. Wet well / chlorination chamber / contact basin / de-chlorination chamber – EFF-001 (shared location, same containment height). \*Measurements based on process schematic and hydraulic profile April 8, 1983; The potential for overflow over containment height of partially treated wastewater at this location is possible. An overflow here would comprise all components of the shared location and possibly the septic tank. If water level at this location was at such a level, the septic tank would also likely be in an overflow event due to its containment height elevation which is approximately 1'-4" lower, this depending on the working condition of the interceptor line. If the level was at containment height, the outfall pipe EFF-001 would be fully submerged by approximately 5'-6" and flow would be continuous to the Carquinez Strait depending on the working condition of the outfall itself.
3. Dosing structure; The potential for overflow over containment height of partially treated wastewater at this location is minor. The influent pumps send partially treated wastewater from the wet well up to the dosing structure which directs the water through siphons to a choice of three active sand filter beds. The dosing structure containment height is 6'-6" higher than the wet well shared location containment height. The dosing structure is concrete box that is the highest point where wastewater accumulates. The structure is located between the sand filter beds on an asphalt surface. An improperly closed valve or blockage in the siphons or discharge lines would be the likely cause for overflow.
4. Sand filter beds; The potential for overflow over containment height of partially treated wastewater at this location is minor. There are three working filter beds and one out of service bed. If a sand filter bed were to become fully charged and flood the operator would redirect the flow from the dosing structure to another filter bed. If return flow doesn't reach the wet well the operators will assume the return line is compromised and vendors will be contracted to identify the blockage.

### **B. Effectiveness of present facilities and procedures**

The facility has been operating since its construction in 1984. Components are continually monitored and upgraded or replaced as needed. Preventative maintenance for components is ongoing and are enhanced when a need to do so is identified.

### **C. Predicted effectiveness of proposed facilities and procedures Pending engineering study and report**

# CROCKETT COMMUNITY SERVICES DISTRICT

## Port Costa Sanitary Department

### Pollutant Minimization Program (PMP) Annual Report

2020

#### I. INTRODUCTION

The Crockett Community Services District is the owner of the Port Costa Wastewater Treatment Plant (WWTP) a publicly owned treatment works and its collection system. The WWTP is located at the end of Canyon Lake Drive in Port Costa. Port Costa Sanitary Department is one of 43 wastewater agencies in the Bay Area Pollution Prevention Group (BAPPG) that work together to coordinate pollution prevention activities (BAPPG submitted its 2020 Annual Report on regional activities in January 25, 2021). The Port Costa WWTP provides secondary treatment of wastewater from domestic and, to a lesser extent, commercial sources within the Port Costa community. There are no industrial dischargers in the service area. The service area population consists of approximately 180 residents based on the last census of 2020. The Discharger uses contractors to maintain over one mile of pipe in the collection system. Wastewater is conveyed by gravity to a baffled septic tank where primary sediment collects. The primary treated wastewater flows by gravity from the septic tank to a wet well, where it mixes with a portion of filtered wastewater from the sand gravel filter beds. From the wet well, the partially treated wastewater is pumped to the filter beds, then routed back with a portion returning to the wet well. The remaining filtrate is sent into a contact basin to be chlorinated and then dechlorinated with sodium metabisulfite. Treated, dechlorinated wastewater is discharged through discharge point 001, a submerged outfall to the Carquinez Strait. Sludge and scum materials are periodically removed from the septic tank upon recommendation of the contract operators. A full cleaning with baffle replacement was completed January 2020. The sludge waste was conveyed by Clean Harbors and accepted at Potrero Hills Landfill for disposal. In September 2020 the scum layer was pumped by West County Wastewater District and the material was accepted by that agency for disposal.

Pursuant to Final Order R2-2013-0035 (thru January 2019) and R2-2018-0053 effective February 1, 2019 of the Regional Water Quality Control Board, NPDES Wastewater Discharge Permit No. CA 0037885 contains a requirement that the District "shall develop and implement a Pollutant Minimization Program (*in the town of Port Costa*) to reduce pollutant loadings to the treatment plant, and therefore, to the receiving waters." Waste discharge requirements for mercury and PCBS limits required by Order R2-2017-0041 are included in annual report.

The purpose of the Pollutant Minimization Program (PMP) is to focus on waste minimization and pollution prevention actions that include, but are not limited to, product substitution, waste stream recycling, alternative waste management methods, and education of the public and businesses. The goal of the PMP shall be to reduce all potential sources of a priority pollutant(s) through pollutant minimization (control) strategies, including pollution prevention measures as appropriate, to maintain the effluent concentration at or below the water quality-based effluent limitation. Pollution prevention measures may be particularly appropriate for persistent bio-accumulative priority pollutants where there is evidence that beneficial uses are

being impacted. The Regional Water Board may consider cost effectiveness when establishing the requirements of a PMP. The completion and implementation of a Pollution Prevention Plan, if required pursuant to Water Code section 13263.3(d), shall be considered to fulfill the PMP requirements.”

“*Pollution Minimization* means any action that causes a net reduction in the use or generation of a hazardous substance or other pollutant that is discharged into water and includes, but is not limited to, input change, operational improvement, production process change, and product reformulation (as defined in Water Code section 13263.3). Pollution prevention does not include actions that merely shift a pollutant in wastewater from one environmental medium to another environmental medium, unless clear environmental benefits of such an approach are identified to the satisfaction of the State or Regional Water Board.”

This Annual Report on the PMP covers efforts of the Port Costa Sanitary Dept. to minimize the intrusion of certain waste materials into the sewer system of Port Costa for the protection of our environment. Pollution prevention activities are intended to target specific pollutants of concern to the Department.

## II. PORT COSTA TREATMENT PLANT AND SERVICE AREA

The District owns the Port Costa WWTP and collection system serving the unincorporated town of Port Costa. The treatment plant is operated by the contract operator, Valley Operators LLC, 1923 Crom St, Manteca, CA 95337. The WWTP facilities provide secondary treatment of wastewater from domestic and commercial sources in Port Costa. There are 86 connections to the collection system. The connections are residential with the exception of two restaurants, one hotel, one church, and one public building.

Wastewater is conveyed by gravity through the collection system to a 61,000 gallon capacity septic tank where primary sedimentation occurs and grease is collected. From there, the primary-treated wastewater gravitates to the WWTP wet well. The primary treated wastewater mixes with partially treated wastewater from the sand/gravel filter beds at a ratio of approximately four to five parts treated water to one part primary-treated effluent. After mixing, this wastewater is pumped to a dosing structure that distributes the water to one or more filter beds. From the filter beds, a portion of the treated wastewater is routed back to a splitter box which diverts a portion of the flow to the wet well, the remainder flows into a contact basin for chlorination. The chlorinated water continues through a contact basin, the water then enters and rises through the dechlorination chamber. The fully treated, dechlorinated wastewater is discharged through a submerged 10 inch diameter outfall which terminates approximately 60 feet offshore in the Carquinez Strait at a depth of 17.5 feet below mean low tide.

The Port Costa treatment plant has an average daily flow of 0.015 mgd.

The District acquired the Port Costa facilities in May, 2008, at which time the ongoing Pollutant Minimization Program of the Crockett Sanitary Dept. was extended to include Port Costa.

### III. POLLUTANTS OF CONCERN

- A. Pollution prevention efforts have been focused on the following Priority "A" Pollutants of Concern:

COPPER - Copper was tentatively identified as a possible cause of episodic chronic toxicity to *Echinoderm* and copper may impact ash quality in terms of the California hazardous (Regional Water Quality Control Board) waste criteria, waste extraction test.

The most notable source of copper identified by various agency authorities, such as Cal-EPA, is copper sulfate root killer and other herbicides. For this reason, California enacted a sales ban on copper sulfate root killer in 1996. The District forbids any use of chemicals by its contractors for root abatement.

The greatest threat of an exceedance would be from runoff, or ground water entering the collection system.

The RWQCB has placed copper on the 303(d) list, which may mean more stringent discharge limits in the future. In 2014, the Regional Water Quality Control Board imposed a monthly average of 55 µg/L.

In 2020 Copper was detected at Effluent Location 001 (EFF-001). 40, 18.9, 23.7, 18.8, and 16.5 µg/L. For an annual average of 23.6 µg/L.

CYANIDE - Cyanide is a carbon-nitrogen chemical. Discharges of cyanide generally originate from metal finishing industries, iron and sheet mills, organic chemical industries, and cyanide waste in landfills. None of the aforementioned industries are known to exist within Port Costa.

According to published data, cyanide is a potential byproduct of the disinfection process through chlorine used at the plant. Its presence has been associated with the interferences from salt. Other potential sources of cyanide are car emissions and pesticides. Although the District does not have the ability to monitor every connection, there is a public campaign to control this pollutant.

In 2020 Cyanide µg/L was detected at Influent Location 001 (INF-001). <1, <1, 16.9, <0.7, and 2.72. For an annual average of <4.5 µg/L

MERCURY - Commonly identified sources of mercury include hospitals, veterinary clinics, schools of higher learning, biological and pharmaceutical laboratories, none of which are located within the District. All other sources of mercury apply to solid waste and include fluorescent tubes, thermometers, thermostats, and other miscellaneous items. The district focuses on the residential population through a public awareness campaign and an exchange program for mercury thermometers. The discharge standard is extremely low, which creates the possibility of exceeding the average monthly effluent limit of 0.066 µg/l. The high sensitivity of the ultra-clean testing protocol creates the possibility of false readings due to background contamination. The RWQCB has

placed mercury on the 303(d) list, which may mean more stringent limits in the future.

LEAD - Lead may exist in the Port Costa environment in significant quantities, potentially both in the soil and the air around the old port where the wastewater treatment plant is located. Lead contaminated dust could possibly be blown into the wastewater during the treatment process.

- B. The following Priority "B" Pollutants of Concern have also been targeted for prevention activities:

SETTLEABLE SOLIDS - Inorganic matter (grit) carried through the sewer system has the ability to damage expensive assets at the treatment plant. Such material may reduce the reliability and impair the performance of retention time, pumps, motors. Impaired performance creates the possibility of exceeding standards for water quality or air quality.

OIL AND GREASE - A significant quantity of household and restaurant oil and grease is carried through any municipal sewer system. Sewer overflows can be a result of grease blockages. Cleaning and disposal costs also increase with the amount of grease introduced to the system.

#### IV. SLUDGE and BIOSOLIDS MANAGEMENT PRACTICES

Periodically, a licensed private Class A hazardous waste transporter removes the sludge and biosolids directly from the septic tank. The transport contractor conveys the waste for disposal.

#### V. REHABILITATION ELEMENT

During that portion of 2008 in which the District had responsibility for Port Costa facilities the Department began collecting information on these facilities. A full inventory has been updated in 2014 and entered into the Sanitary Sewer Management Program (SSMP) of the District. The entire system (7,108 linear feet) was smoke tested in 2020. Rehabilitation of the most serious known defects will be ongoing. This program also analyzes flow data in an effort to quantify I&I impacts on the system and to locate I&I sources for correction. The numerous benefits of the system rehabilitation program include:

- Enhanced system reliability
- Reduction and elimination of sewer overflows
- Reduction in grit entering the system, including possible pollutants
- Reduction in I&I to the system, including possible pollutants
- Enhanced performance of the treatment plant through reduction in hydraulic loading and grit impacts
- Enhanced performance of the treatment plant through a reduction in chemical use

Activities during the year included:

- A. TELEVISED INSPECTION PROGRAM. The Port Costa Collection System contains 7,108 linear feet of gravity sewers. No CCTV was performed in 2020, rather the Commission chose to perform Smoke Testing. The Smoke Testing included the entire collection system.
- B. FLOW METERING & DATA ANALYSIS. System flows are constantly metered. The data is analyzed to establish baseline flows and to quantify the impacts of inflow/infiltration.
- C. CONSTRUCTION PROJECTS. 535 linear feet of main sewer lines have been replaced within the last eight years. There were no replacement projects in 2020.
- D. LATERAL INSPECTIONS. A District ordinance clarifying the responsibilities of property owners with respect to the inspection and timely replacement of existing building sewers was imposed on Port Costa in 2008. This ordinance requires inspection of building sewers at the time of property sale. It further requires any repair or replacement necessary to obtain a certificate of compliance with the District Code.

## VI. PREVENTIVE MAINTENANCE ELEMENT

After inspection of the collection system, the Department places a strong emphasis on preventive maintenance. This program places sewer segments on a routine cleaning schedule most appropriate for each line. The numerous benefits of preventive maintenance include:

- Detection of problems for correction at an early stage.
- Enhanced system reliability
- Reduction and elimination of sewer overflows
- Removal of grit from the system, including possible pollutants
- Enhanced performance of the treatment plant through reduction in grit impacts
- Maximum cost-effectiveness of environmental protection measures

Activities during the year included:

- A. SEWER MAINTENANCE PROGRAM. All sewer segments have a maintenance schedule. A list of sewer segments scheduled for routine maintenance is created by the SSMP, and the work was completed promptly. The District installed the SSMP during 2008 in order to improve the decision-making processes of system management to achieve maximum reliability and cost effectiveness. We implemented a new CMMS program in mid 2018.
- B. PLANT MAINTENANCE PROGRAM. Treatment facilities received weekly maintenance. Repairs and capital improvements are made as needed for system enhancement and reliability. In 2020 the septic tank was fully rehabilitated, all built up materials were removed for disposal and the baffles were replaced.
- C. SANITARY SEWER MANAGEMENT PROGRAM. The District installed the SSMP in 2008. The goal of the system is to improve the decision-making processes of system management, achieve maximum reliability and cost effectiveness.

VII. COMMUNITY OUTREACH ELEMENT

The District has a community outreach program in the service area to advise the public of ways they can help us reach our goal in reducing pollutants discharged to the Carquinez Strait. We have also provided public assistance by collecting household hazardous wastes of various kinds for safe disposal. Being that Port Costa is such a small community; word of mouth and simple community postings are very effective in the dissemination of information.

Activities during the year included:

- A. WEBSITE. The District uses its website [www.town.crockett.ca.us](http://www.town.crockett.ca.us) to disseminate information to the public, including the importance of source control and household hazardous waste disposal information. The presence of this website has been posted in the annual newsletter.
- B. NEWSLETTER. The District published an annual newsletter in May 2020 which was mailed out with Proposition 218 Notice of SUC increase.
- C. THERMOMETER EXCHANGE: The District's mercury thermometer exchange program, available to Port Costa residents was not offered following the outset of the Covid-19 Pandemic. This program continues to remain on hold.
- D. HAZARDOUS WASTE: A hazardous waste program was developed for Port Costa in 2012. No Household Waste including quantities of products, batteries, mercury devices, or electronic wastes were disposed of by the District in 2020 due to the outset of the Covid-19 Pandemic. This program continues to remain on hold. The District website directs residents to dispose of Hazardous waste at the West County HHW facility in Richmond.

VIII. RESEARCH ELEMENT

In December 2016 the Port Costa Sanitary Department received a completed Effluent Treatment and Disposal Alternative study which was developed by Larry Walker Associates (LWA). The study contained 5 alternatives to be considered by the District. In January 2017, the Port Costa Sanitary Commission directed staff to focus on Alternative #1 which is to Maintain Existing WWTP. The Port Costa Sanitary Department plans to estimate refurbishment costs to maintain the WWTP to continue operation and for cost comparison to the options proposed by LWA.

IX. NETWORKING ELEMENT

We look for opportunities to attend Bay Area Pollution Prevention Group and other events such as Annual Sewer and Stormwater Summit.

X. PLANNING AND REPORTING ELEMENT

- A. PLANNING. No activities this year.
- B. REPORTING. No activities this year.

## XI. COMMITMENT OF RESOURCES

In the public interest, the District must target actions that minimize expenditure the rate-payers to finance actions that have no hope of making a difference in keeping pollutants from our wastewater discharged to the Carquinez Strait. The Department employs a manager and utilizes contractors for maintenance and operation of the facilities.

## XII. EVALUATION OF EFFECTIVENESS

The limited size of the Department's service area and the lack of commercial customers suggest that source control efforts will make little measurable impact on pollutants entering the sewer system.

There is no significant development in Port Costa. Under the circumstances, it will always be difficult to quantify the effectiveness of our PMP. Annual variations in rainfall may mask any successes in I&I correction or sludge reduction.

We are unable to measure the effectiveness of our website. It has generated no inquiries regarding pollution prevention. We cannot determine whether the website has generated additional drop-offs of household hazardous waste at the West County HHW facility in Richmond or elsewhere.

Establishing criteria to evaluate the effectiveness of our PMP in our service area might not be a useful exercise. Similarly, attempting to evaluate the PPP's effectiveness by such criteria would have no actual value. It seems unlikely that any actions the District might undertake would yield a quantifiable decrease in pollutants found in the effluent from our treatment plant.

The quantifiable evidence of our effectiveness is in the lower levels of measured influent. Work to identify I&I sources will be ongoing.

## XIII. CONTINUATION OF THE PMP WITH PROPOSED CHANGES

The PPP will continue the Rehabilitation Element, the Preventive Maintenance Element and the Public Outreach Element, to include the following:

1. Public outreach to residential customers regarding the proper use and disposal of HHW will continue with the mercury thermometer exchange program and the District's website.
2. Enforcement of the lateral inspection ordinance will continue.
3. Enforcement to correct issues found during Smoke Testing
4. Preventive maintenance of the collection system will continue with the benefit of improved management, afforded by our fully implemented SSMP.
4. A funding program is being developed to sustain a comprehensive rehabilitation program for our collection system.



5. Outreach to employees and contract operators will continue through email, phone conversations and face to face meetings. District staff held frequent discussions with Valley Operators. Staff plans to continue regular discussion regarding condition and opportunities for improvement of the plant with Valley Operators.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed 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." (40 CFR 122.22(d).)

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James Barnhill  
Sanitary Department Manager  
Crockett Community Services District  
February 22, 2021

## **Port Costa**

### **Contingency and Spill Prevention Plan – Port Costa Wastewater Treatment Plant**

A combined Contingency and Spill Prevention Plan was prepared by the Port Costa Sanitary Dept Manager in May 2016. Included is a statement of purpose, order requirements, Contingency Provisions A through G, and Spill Prevention Provisions A through C.

Updates to the combined Contingency and Spill Prevention Plan shall be completed as necessary so the plan will remain useful and relevant to current equipment and operation practices.

#### **UPDATE LOG**

Port Costa Sanitary Dept Contingency and Spill Prevention Plan. Created	May 2016
Port Costa Sanitary Dept reviewed plan. No changes required	May 2017
Port Costa Sanitary Dept reviewed plan. No changes required	June 2018
Port Costa Sanitary Dept reviewed plan. No changes required	May 2019
Port Costa Sanitary Dept reviewed plan. Minor updates	June 2020
Port Costa Sanitary Dept reviewed plan. Minor updates	June 2021

# 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](mailto:manager@town.crockett.ca.us)  
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## MINUTES OF REGULAR MEETING, JUNE 9, 2021

**1. CALL TO ORDER:** The meeting was called to order at 7:04 PM by Chairperson Surges. Present were Commissioners Cusack, Klaiber and Scheer, along with Dept. Manager Barnhill, District Engineer Murdock, Administrative Services Manager Gunkelman and Assistant District Secretary Witschi. Commissioner List 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. SELF-MONITORING REPORT:** Mr. Barnhill reported no exceedances in April.

**5.b. DISTRICT BOARD ACTIONS:** Mr. Barnhill reported on the actions taken by the District Board in May. The President's Advisory Committee was dissolved. The Recreation special tax was approved.

**6.a. FINANCIAL REPORT:** The monthly statement of Department finances was examined by the Commission. Mr. Gunkelman reported he transferred \$125K into investment funds.

**6.b. PROPOSED BUDGET:** Mr. Gunkelman reported interest rates are extremely low right now and they might want to take advantage of paying back the loan to Crockett. Commissioner Surges asked if staff had any numbers they could look at. Mr. Gunkelman said he could put a list up of what the payback schedule might look like with the interest rates right now. Commissioner Scheer said if the Port Costa Sanitary Department had any extra money it should go into a capital account.

**7. WASTEWATER:** None

**8.a. STAFF REPORT ON OPERATIONS:** Mr. Barnhill reported an incident with a power failure on May 21. He said in the morning PG&E reported a power failure. The generator turned on but did not provide power to the station. The generator was sitting and idling and the transfer switch did not work. He called CD&Power and they found that the Automatic Transfer Switch (ATS) was jammed. In speaking with the technician from CD&Power he learned that the operators were testing the generator monthly, but they were turning the generator on and were not shutting off the main breaker. They are running the engine and it works fine but they have not been testing any of the other components such as the ATS. The ongoing instructions are to test the generator by shutting off the main power breakers.

**8.b. STAFF REPORT ON GOVERNMENTAL MATTERS:** None

**8.c. STAFF ANNOUNCEMENTS:** None

**9. REPORTS FROM COMMISSIONERS:** Commissioner Klaiber said it would be a good idea to send a letter out to the residents about flushable wipes. She said you can have the property owners that have tenants that could actually be written up in their lease agreement. Mr. Barnhill said every year staff puts out a Newsletter and it is sent to all the residents in Crockett and Port Costa. Mr. Gunkelman said staff is late sending out the Newsletter this year. Commissioner Scheer said she and Commissioner Cusack have already volunteered to write an article about flushing wipes down the toilet.

**10. CONSENT CALENDAR:** The consent item was approved unanimously (as/tc):  
a. Approve Minutes of May 12, 2021.

**11. FUTURE AGENDA ITEMS:**

**12. COMMISSIONER COMMENTS:** None

**13. ADJOURNMENT:** The meeting was adjourned at 7:27 PM until July 14, 2021.

Respectfully submitted,



Susan Witschi  
June 10, 2021



**Contra Costa Health Services - Hazardous Materials Programs**

4585 Pacheco Blvd., Suite 100, Martinez, CA 94553

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MATTHEW S. KAUFMANN, DIRECTOR OF HAZARDOUS MATERIALS PROGRAMS



**STORMWATER INSPECTION CHECKLIST**

FACILITY NAME: PORT COSTA TREATMENT PLANT		FA0030595	Date: 07/08/2021
ADDRESS: CANYON LAKES DR, END OF	CITY/ZIP: PORT COSTA, 94569	PHONE: (510) 787-2992	
SENT TO: <a href="mailto:jbarnhill@town.crockett.ca.us">jbarnhill@town.crockett.ca.us</a>	CUPA FACILITY ID: 07000773926	CERS ID: 10482958	SERIAL NUMBER: DAWPHV5EN
INSPECTION TYPE: <input checked="" type="checkbox"/> Routine <input type="checkbox"/> Re-Inspection	PROGRAM: STORMWATER - 4 YEARS		

HazMat SW CODE	VIOLATION	POTENTIAL DISCHARGE	ACTUAL DISCHARGE	ADMIN
SW01	Illicit discharge			
SW02	Illicit connection			
SW03	Dumpster/Compactor leakage			
SW04	Debris/trash			
SW05	Items stored outdoors			
SW06	Leakage from outside containers, tanks equipment, etc.			
SW07	Outdoor surface/equipment washing			
SW08	Outdoor repairs resulting in spills, leaks, or drips			
SW09	Recent and/or excessive outdoor spills - pavement stains			
SW10	Poor housekeeping resulting in discharge			
SW11	Ineffective BMPs resulting in discharge			
SW12	Hazardous Materials outdoors/insufficient containment			
SW13	No notification of release, insufficient procedures/training			
SW14	Lack of adequate spill control measures/equipment			
SW15	Failure to submit Notice of Intent to RWQCB			
SW16	Failure to prepare/implement a SWPPP			
SW17	Failure to submit sampling results to RWQCB			

POTENTIAL DISCHARGE: Imminent threat of pollutant discharge; ACTUAL DISCHARGE: Observed non-stormwater discharge or clear evidence of recent discharge into storm drain.	# Potentials 0	# Actuals 0	# Admin 0
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All violations must be corrected within 10 business days or before the next rain event - whichever comes first.

KEY: SWPPP = Stormwater Pollution Prevention Plan      RWQCB = Regional Water Quality Control Board

**GENERAL OBSERVATIONS**

GENERAL OBSERVATIONS

ON SITE TO CONDUCT A ROUTINE SW INSPECTION OF A TREATMENT PLANT, DONE ALONGSIDE HMBP INSPECTION

REVIEWED CERS

NO DEBRIS SEEN ON SITE

NO STORMDRAIN INLETS ON SITE



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MATTHEW S. KAUFMANN, DIRECTOR OF HAZARDOUS MATERIALS PROGRAMS




STORMWATER INSPECTION CHECKLIST

ADDITIONAL FACILITY INFORMATION

<p>Is there equipment that may have PCBs (transformers, RR spurs)? No</p> <p>Are there storm drain inlets on the property? No</p> <p>Do any storm drain inlets have trash capture devices? No</p>
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CONSENT: VERBAL AND/OR WRITTEN CONSENT INCLUDES INSPECTING HAZARDOUS MATERIAL/WASTE HANDLING AREAS, TAKING PHOTOGRAPHS, REVIEWING AND COPYING DOCUMENTS, QUESTIONING PERSONNEL AND SAMPLING ACTIVITIES TO DETERMINE COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS.

 <hr/> <p>MICHAEL DUNCAN, HAZARDOUS MATERIALS SPECIALIST II</p> <p><del>Phone: (925) 655-3227 Email: MICHAEL.DUNCAN@CCHESD.CA.GOV</del></p>	
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