

# CROCKETT COMMUNITY SERVICES DISTRICT

---

P.O. Box 578 - Crockett, CA 94525  
850 Pomona Street  
Telephone (510) 787-2992  
Fax (510) 787-2459  
e-mail: [manager@town.crockett.ca.us](mailto:manager@town.crockett.ca.us)  
website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

## MINUTES OF REGULAR MEETING, JANUARY 25, 2023

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by President Barassi. Present were Board Members Goodman, Peterson and Spinner, along with General Manager Murdock, Recreation Department Manager Wilson, Administrative Services Manager Gunkelman, Sanitary Dept. Manager Barnhill and Assistant Secretary Witschi. Also present was Sanitary Commissioner Wais. Director Mackenzie was absent.
2. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – REAL PROPERTY NEGOTIATIONS: Pursuant to Govt. Code, Section 54956.8.
3. OPEN SESSION: At 7:24 pm, the Board continued to meet in open session. There were no reportable action items to report according to Mr. Murdock.
  - 3.a. AD HOC COMMITTEE: A motion to approve an Ad Hoc Committee to commence negotiations with State Lands Commission regarding renewal of lease carried with 4 Ayes and 1 Absent (kp/jg).
4. AGENDA ORDER: There were no requests to hear agenda items out of order.
5. PUBLIC COMMENTS: None
6. PUBLIC HEARING: None
- 7.a. RECREATION DEPT. REPORT: Mr. Wilson reported the pool was replastered on January 24. He said the wading pool pump does not work and needs to be replaced.
- 7.b. MAINTENANCE DEPARTMENT: Director Peterson said that he visited with Memorial Hall's architect and gave him marked-up plans. He proposed for a public discussion and resolution regarding the Maintenance Parcel Tax.
- 7.c. PORT COSTA SANITARY DEPT.: The Board received the Minutes of December 7.
- 7.d. CROCKETT SANITARY DEPT.: The Board received the Minutes of October 19, 2022. Mr. Murdock reported there has been 6.5 inches of rain. He said the Treatment Plant had a number of problems.
- 7.e. STAFF REPORT ON GOVERNMENTAL MATTERS: None
- 7.f. STAFF ANNOUNCEMENTS: None

8. CONSENT CALENDAR: The consent items were approved unanimously (ns/lb):

- a. Receive Minutes of Commissions and Committees.
- b. Approve proposed budget schedule for 2023.
- c. Approve Resolution No. 22/23-17 authorizing teleconferencing meetings for the period January 31, 2023 through March 2, 2023.

9.a. CONSENT ITEMS REMOVED: None

9.b. COMMITTEE APPOINTMENTS: The members of the Budget & Finance Committee are Directors Mackenzie and Spinner. The Personnel Committee members are: Tom Cusack, Nick Spinner, Mary Wais and Ron Wilson. The next Personnel Committee meeting is January 31 at 4:00 pm at the Community Center.

9.c. APPOINTMENT COMMISSIONER: A motion to appoint Scott Bartlebaugh to the Crockett Sanitary Commission for two years carried with 4 Ayes and 1 Absent (kp/ns).

9.d. CHANGE MEETING TIME: Director Peterson has expressed his opposition to changing the meeting time to 4:00 pm due to the fact that it will prevent the public from attending the meeting. A motion to change the Crockett Sanitary Commission monthly meeting time to 4:00 pm carried with 3 Ayes, 1 Nay and 1 Absent (ns/jg).

9.e. TOWN-WIDE EMERGENCY NOTIFICATION SYSTEM: Director Goodman said this is a hot topic around town. She said there needs to be an active participant to notify the town in case of an emergency. The Fire Department, CERT and CIA should all get involved.

10.a. FINANCIAL REPORT: None

10.b. DESIGNATE SIGNATURES FOR TREASURER'S OFFICE: Luigi Barassi, Jena Goodman, Gaunt Murdock, and Ron Wilson are the designated signatories for the County Treasurer and Auditors/Controllers office.

10.c. BUDGET FY 2022/23: According to Mr. Gunkelman, all departments besides Maintenance are on schedule. He claimed that all expenditures on the new office building had come to an end at this time. With the exception of Melton, every income for the Port Costa Sanitary Department has been received. The Crockett Sanitary Department performs better than average and has lower costs.

11.a. PERSONNEL COMMITTEE REPORT: None

11.b. BUDGET & FINANCE COMMITTEE REPORT: None

11.c. AD HOC COMMITTEE REPORTS: None

11.d. INTER-AGENCY MEETINGS: None

12. FUTURE AGENDA ITEMS:

13. BOARD COMMENTS: None

14. ADJOURNMENT: The meeting was adjourned at 9:04 PM until February 22, 2023.

Respectfully submitted,

*Susan Witschi*

Susan Witschi  
February 9, 2023