

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, MAY 18, 2022

1. CALL TO ORDER: The meeting was called to order at 7:04 PM by Chairperson Wais. Present were Commissioners Adams, Manzione and Trask, along with General Manager Murdock, Administrative Services Manager Gunkelman, Assistant Dept. Manager Barnhill and Assistant District Secretary Witschi.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
5. CONSENT CALENDAR: The consent item was approved unanimously (ha/mm):
 - a. Approve Minutes of April 20, 2022.
- 6.a. ENFORCEMENT ACTIONS: Mr. Barnhill reported that property owners who received a Notice of Violation have been communicating with staff. No further report.
- 6.b. MCC PROJECT: Mr. Murdock reported the engineer is redoing the MCC plans. He said the cost is \$600-\$800K and the timeline is a year and a half to start. A motion to start the MCC project carried unanimously (mm/dt)
- 6.c. CONTRACTOR BOND RATES: This item was continued to next month.
- 7.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. He said the Local Agency Investment Fund interest rate is up 0.39%.
- 7.b. SEWER USE CHARGE STUDY REPORT: Mr. Murdock presented the Sewer Use Charge Study Report for FY 2022/23. He said the report justifies the rate increase proposed. A motion to recommend approval of the Sewer Use Charge Study Report to the District Board carried unanimously (mm/ha).
- 7.c. 10-MONTH BUDGET REPORT: Mr. Gunkelman presented the 10-month budget report. He said the sewer use charge will increase. He left the Crime Insurance Policy off, but will add it in.
- 7.d. APPROVE TRANSFER FOR JTP CLARIFIER: Mr. Gunkelman reported this is a yearly transfer every year to cover costs for capital projects. A motion to approve transfer for Joint Treatment Plant clarifier carried unanimously (ha/dt).

7.e. REIMBURSEMENT FOR SEWER USE CHARGE – 1334 WANDA: A motion to approve final reimbursement payment for Sewer Use Charge assessed at 1334 Wanda Street carried unanimously (dt/mm).

8.a. DISTRICT BOARD ACTIONS: Mr. Murdock reported on the actions taken by the District Board in April. He said Mary Wais was re-appointed to the Crockett Sanitary Commission for two years.

8.b. ANNUAL NEWSLETTER: The Commission reviewed the Annual Newsletter that will be mailed out to residents with the Prop 218 notices. No further report.

9.a. STAFF REPORT ON OPERATIONS: Mr. Murdock reported he has been working on the Sewer Use Charge Study Report. He said a new manhole was built and completed on Carquinez and Kendall. A sewer replacement on Crolona Heights will begin after Memorial Day.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Barnhill said Mr. Jennings at Cogen would like to discuss with staff their Sewer Use Charge.

9.c. STAFF ANNOUNCEMENTS: None

10.a. WASTEWATER COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.c. RECYCLED WATER AD HOC COMMITTEE REPORT: Commissioners Manzione and Trask discussed what their options are to recover recycled water from Crockett.

10.d. INTER-AGENCY MEETINGS: None

11. FUTURE AGENDA ITEMS:

- Consider Notice of Vacancy (June).
- Consider contractor bond rates and policies (June).
- Consider Cogen Sewer Use Charge (June).
- Consider lateral inspection increase.
- Consider procedures for ADU applicants.
- Capacity Charge Accessory Dwelling Unit (ADU) Ordinance.
- Smoke testing review.

12. COMMISSIONER COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 8:35 PM until June 15, 2022.

Respectfully submitted,

Susan Witschi

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May 24, 2022