

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, AUGUST 14, 2024.

1. CALL TO ORDER: The meeting was called to order at 6:06 PM by Vice-Chair Cusack. Present were Commissioners Cusack, Klaiber, List, and alternate Martini. Commissioner Scheer and Surges were absent (excused). Alternate Martini served as a voting member. Staff present included Sanitary Department Manager Barnhill, District Secretary (DS) Rivas, and Administrative Services Manager (ASM) Goodman.
2. CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
- 4a. CONSENT CALENDAR: The July 10, 2024, minutes were approved as presented. (List 1st, Klaiber 2nd, 4/0, 2 absent)
- 5a. REPORT ON ACTIONS TAKEN BY THE DISTRICT BOARD: The Sewer Use Charge method of collection through property taxes was approved by the Board.
- 5b. SELF-MONITORING REPORT: There were no exceedances in June and no spills in July. Mr. Barnhill reported that there have been two permit exceedances in the time since the septic tank was cleaned and overhauled Operators did not test for Acute Toxicity due to miscommunication during the turnover of discharge permits, they did not follow prior permit instruction or perform the testing. The final quarterly Acute Toxicity test is underway and will be submitted as required under the prior NPDES discharge permit (R2-2013-0035). The new discharge permit (R2-2024-0009), effective August 1, 2024, does not require Acute Toxicity analyses. Mr. Barnhill addressed a question regarding the uptick in Covid 19 cases and if Port Costa conducts water testing to detect it. He said that testing for Covid 19 is not required for Port Costa.
- 5c. UPDATE ON CONTRACT OPERATORS: Staff has evaluated and recommends the second contractor that would cover both Crockett and Port Costa sites. This contractor is in nearby, has an extensive list of capacities, and their quote is significantly lower. The second contractor has experience with unique municipalities including Marshall whose systems are very similar to Port Costa. Staff expects to begin services in September to cross-train with Valley Operators. The contractor has experience with collection systems and can do after-hour calls, engineering, mechanic work, treatment plant design, construction, and operation, and grant writing. The contractor has a T&M component. They will bill for additional work over typical operation. The contract has a termination clause where, if they recommend changes, repairs, or replacements, and the client disagrees, the client will need to reasonably respond in writing why the work cannot be done. The two parties must agree to a timeframe or an alternative solution. Without a satisfactory reason or agreement, the contractor has the authority to terminate the contract. The approved budget was based on the initial contractor's

quote, which was significantly higher, leaving some additional funds to be allocated within the budget.

- 5d. UPDATE ON FIELD SEMESTER PROJECT: The Field Semester project manager has requested a meeting this week. The County is waiting on the District's input, but Staff is still waiting on an assessment from the engineer of record to move forward. Initial thoughts are that the septic tank cannot handle extra capacity. There are sags and defects in the collection system. Another issue is fixing one spot will not fix things, the entire line needs to be fixed to eliminate I&I and prevent blockages. A question was asked if there is a way to track the origination of stormwater that could help identify solutions.
- 5e. UPDATE ON BUDGET FOR FY 24/25: Port Costa is expected to operate within the adopted budget. The Interim General Manager has approved hiring a Sanitary Field Assistant to fill the gap of losing the staff engineer. We are hoping there will not be a significant impact on the Port Costa Budget.
- 5f. UPDATE ON POLE FIRE CLAIM: The DS has begun the claim filing process. Commissioner Klaiber said that Port Costa has already been paid by the responsible party and filing a claim should not be the responsibility of the District.
- 6a. RECEIVE WARRANT TRANSMITTALS: Maze & Associates continues to work on reconciling the accounting records. Each department is paying its fair share of these costs. The transmittals represent two months of Port Costa's share.
- 6b. DISTRICT FINANCIAL MATTERS: The LAIF account balance is \$4.63 million of the end of July. Staff successfully submitted the tax levy roll to the County with no corrections. Corrections fees are \$16 per APN.
- 7. WASTEWATER: None
- 8a. REPORT OF DEPARTMENT MANAGER: All is running well. The manhole before the collection system needs cleaning because it has been collecting grease which makes collecting influent samples for testing difficult. Cleaning will consist of hydro cleaning and vacuuming. This will be an abnormal expense.
- 8b. GOVERNMENTAL MATTERS: On November 5th there will be an election for the CCSD Board of Directors for a half term or two-year seat.
- 8c. ANNOUNCEMENTS AND DISCUSSION: A member of the Port Costa community underwent brain surgery. The family could use support.
- 9. REPORTS/COMMENTS FROM COMMISSIONERS: None.
- 10. FUTURE AGENDA ITEMS:
- 11. ADJOURNMENT: The meeting was adjourned at 6:58 PM until September 11, 2024.

Respectfully submitted,
Sonia Rivas, MBA
District Secretary