

PORT COSTA SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, JULY 12, 2023

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 letter for May 2023.
 - c. Receive Performance Survey forms for the General Manager.
6. BUDGET AND FINANCE:
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 June 14, 2023.
11. FUTURE AGENDA ITEMS:
Bull Valley Agricultural Center & Port Costa School – scope and costs.
Acquire backup effluent pump with capacity to maintain flow to filter beds.
Acquire two replacement peristaltic pumps for chemical dosing.

Research funding and grant opportunities.

12. COMMENTS FROM COMMISSIONERS:

13. ADJOURNMENT to August 9, 2023.

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.

June 29, 2023

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 2023 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 and first quarter report for May 2023 has been uploaded to the CIWQS website.

During the month of May, no exceedances occurred.

Below are the results of the BOD and upstream BOD sampling:
INF 001 (average) = 437 mg/l
Upstream sample point = 173 mg/l

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

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MINUTES OF REGULAR MEETING, JUNE 14, 2023

1. CALL TO ORDER: The meeting was called to order at 7:02 PM by Vice Chair Cusack. Present were Commissioners List, Klaiber, and Scheer along with Dept. Manager Barnhill, Administrative Services Manager Gunkelman, and General Manager Murdock. Commission Chair 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: None
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported that there were no exceedances in April 2023 and no sewer spills in May 2023.
- 6.a. END OF YEAR BUDGET FOR 22/23: Mr. Gunkelman reported on the end of year budget for fiscal year 2022/23.
- 6.b. PROPOSED BUDGET FOR 23/24: Mr. Gunkelman reported on the proposed budget for fiscal year 2023/24.
7. WASTEWATER: None
- 8.a. STAFF REPORT ON OPERATIONS: None
- 8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Barnhill said the Water Board inspected the treatment plant on June 16th.
- 8.c. STAFF ANNOUNCEMENTS: Mr. Barnhill said that Valley Operators are not planning to renew after the current three-year contract expires.
9. REPORTS FROM COMMISSIONERS: There was discussion on removing the perimeter weed growth.
10. CONSENT CALENDAR: A motion to approve the Consent Calendar was unanimous (as/tl).
 - a. Approve Minutes of May 10, 2023.

10.a.

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

11. FUTURE AGENDA ITEMS:

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12. COMMISSIONER COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 7:52 PM until July 12, 2023.

Respectfully submitted,



James Barnhill
July 6, 2023