

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, MAY 13, 2020

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Surges. Present were Commissioners Cusack, List and Scheer, along with General Manager McDonald, Dept. Manager Barnhill and Asst. District Secretary Witschi. Commissioner Mann 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: Mr. Barnhill reported on the actions taken by the District Board in April. He said the Board approved the inter-department loan for Port Costa in the amount of \$150K. The Board approved the final payment to Clean Harbors for septic tank cleaning.
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported during the month of March no exceedances occurred.
6. 10-MONTH BUDGET REPORT: Mr. McDonald reported very little has changed on the budget. He said he has updated the inter-department loan, septic tank cleaning and Sewer Use Charge. He said payroll costs will remain about the same for Port Costa. Will need to adopt a revised budget in June for FY 2019/20 and then a budget for FY 2020/21. Updated the outstanding debt to include the \$150 loan and the principle payment. Will end in June 2021 with a balance of \$61K. The County may allow property tax postponement to May 31, 2021. Commissioner Scheer asked what the \$43K for capital replacements was for. Mr. McDonald said it was for the replacement of the baffles.
7. WASTEWATER: Mr. McDonald reported the Notice of Public Hearing required under Prop. 218 in order to raise rates for sewer service in Port Costa were mailed out on May 7. This was more than 45 days before the hearing date of June 24, 2020 and therefore in compliance with Prop. 218. All notices were mailed first class. He said there were nine properties staff did not have a P.O. Box number. Staff mailed the Prop. 218 notices to the addresses on file.
- 8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported the final checks for Clean Harbors were mailed out by certified mail. He said 70 Canyon Lake is for sale and he mailed letters to the owner and the listing agent. One letter addressed the existing encroachment and the concurrent letter was a notice requiring lateral compliance.
- 8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None
- 8.c. STAFF ANNOUNCEMENTS: None
- 9.a. BUDGET & FINANCE COMMITTEE REPORT: None

9.b. INTER-AGENCY MEETINGS: None

10. CONSENT CALENDAR: The consent item was approved unanimously (as/tc):

a. Approve Minutes of April 8 and April 20, 2020.

11. FUTURE AGENDA ITEMS:

12. COMMISSIONER COMMENTS: Commissioner Surges said John Mann has resigned from the Port Costa Sanitary Commission on May 10. Commissioner Surges will speak with Karen Klaiber, alt. to see if she is willing to take Mr. Mann's place.

13. ADJOURNMENT: The meeting was adjourned at 7:22 PM until June 10, 2020.

Respectfully submitted,

Susan Witschi

Susan Witschi
May 14, 2020