

CROCKETT SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, FEBRUARY 19, 2020

TIME: 7:00 PM
PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

The Crockett 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 Commission 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 for a future date.)
4. PUBLIC HEARING:
5. CONSENT CALENDAR: Consideration of a motion to approve the following items:
(Items are subject to removal from Consent Calendar by request of any Commissioner on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of January 15, 2020.
 - b. Receive Sewer Repair / Replacement Program report for 2019.
6. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Discuss Hosselkus Chapel acquisition and impact on department, including but not limited to building needs projection and timeline, form opinions.
7. REPORT OF CONSULTING ENGINEER:
8. WASTEWATER:
 - a. Consider report on enforcement actions.
 - b. Receive staff report on construction of new Carquinez Middle School and impact to the public sewer C-00-26 to C-00-25.
9. BUDGET AND FINANCE:
 - a. Consider monthly Summary Worksheet and staff report on financial matters.
 - b. Receive report on sewer emergency project identified as Pomona V-00-20 to V-00-19 by Resolution No. 19/20-14, as required by Public Contact Code Section 22050, and authorize payment to APB General Engineering for Pomona Sewer Project C-1012 in the amount of \$40,000.

- c. Authorize payment to L.R. Paulsell Consulting for full-line replacement of sewer N-00-40A to N-00-40, Pomona Easement Sewer Project C-1015, 130 linear feet plus new manhole on Winslow, Project C-1013, in the amount of \$39,954.53.
 - d. Authorize second payment to ECAST Engineering for Atherton Cooke Sewer Project C-1004 in the amount of \$132,487.79.
 - e. Authorize funding allocation for extension of sewer replacement project C-1004 which now includes Pomona E-00-06 to E-00-05 sewer.
10. 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.
11. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)
- a. Wastewater Committee – Members Bartlebaugh and Manzione
 - b. Budget & Finance Committee – Members Wolthuis and Adams
 - c. Inter-agency meetings:
12. FUTURE AGENDA ITEMS:
- Public hearing on SSMP update (March).
 - Consider interdepartment loan to Port Costa (March).
 - Capacity Charge Accessory Dwelling Unit (ADU) Ordinance (April)
 - Consider recommended enforcement actions.
 - Recommend award of contract(s)
 - Recommend payment for sewer project(s).
13. COMMENTS FROM COMMISSIONERS:
14. ADJOURNMENT to March 18, 2020.

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.

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, JANUARY 15, 2020

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Bartlebaugh. Present were Commissioners Adams, Manzione, Wais, and Wolthuis, along with General Manager McDonald. Asst. Secretary Witschi was absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: Mr. McDonald presented the cost report on the penalty and abatement charges for 2 Corona Heights related to the violation Ordinance #18 -1. Mr. McDonald said the owner has installed the backflow prevention device in is now in compliance. A motion to rescind the penalty order of \$200 and impose the abatement costs of \$205.30 carried unanimously.
5. CONSENT CALENDAR: The consent items were approved unanimously (mw/ha):
 - a. Approve Minutes of November 13, 2019.
 - b. Receive annual report on construction permitting for CY 2019.
 - c. Annual Sanitary Sewer Overflow (SSO) report on Crockett collection system.
- 6.a. ITEMS REMOVED FROM CONSENT CALENDAR: None
- 6.b. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in December. He said the Board adopted emergency replacement sewer Resolution 19/20-4 for the sewer repair on Pomona between 2nd and 1st Avenues. Director Kirker was appointed Board President and Director Sutton was appointed Board Vice-President. The Board approved sending a letter of interest to purchase the Hosselkus Chapel property for \$725,000 with the property intended to be used for the District and Sanitary Department offices as well future recreation use, such as the chapel and parking lot for community events. The Crockett Sanitary Commission ("Commission") expressed concern and caution over investing in real estate. Mr. Wolthuis asked why the Commission had not been informed earlier on this potential property acquisition. He said that the sanitary department funding is not Board funding, that the primary responsibility of the Commission is to serve the needs of its constituents related to sewers, and to protect the taxpayer from undue increases to their Sewer Use Charge. He said ultimately the funds to pay for the building would come from the sanitary department funds as they are the only one with money to pay for it. Mr. McDonald explained the need to have additional office and meeting space, a secure location for District and sanitary department records, and the benefit of a garage for vehicle parking and storage space for staging of emergency response supplies. Areas of the Hosselkus Chapel and outside parking could be a shared space with the Recreation Department or for future District use that could provide public benefit to the community. Mr. Adams asked for an estimate of ongoing expenses be considered and for staff to consider the full financial impact on the Crockett Sanitary Department. The Commission expressed an interest to tour the building and asked

that the Board consider the financial implications to all departments. It would be unfair to only have the Crockett Sanitary Department pay for the acquisition and upkeep, and the Commission asked staff to bring back what percentage of the building would be used for sanitary department activities.

6.c. COMMITTEE APPOINTMENTS: It was the consensus of the Crockett Sanitary Commission to keep the committees the same as they were last year. Commissioners Adams and Wolthuis will serve on the Budget & Finance Committee and Commissioners Bartlebaugh and Manzione will serve on the Wastewater Committee.

7. REPORT OF CONSULTING ENGINEER: None

8.a. ENFORCEMENT ACTIONS: Mr. McDonald presented the Status Report on Recent Enforcement Actions to the Commission. There are approximately 35 properties in various stages of enforcement that need individual attention. A question was raised on whether a Certificate of Compliance is good for a full 10 years or 5 years. Mr. McDonald explained that if a sewer line has been replaced in its entirety a certificate would be issued for 10 years. If the video inspection passed or a spot repair was performed on a lateral building sewer a Certificate of Compliance would be issued for 5 years. Re-inspection would be required only if the owner chooses to resell the property and the certificate term has expired.

8.b. STATUS REPORT AND ACTION PLAN: Mr. McDonald Shared with the Commission the status report on outstanding items and asked if any items should be included in the Action Plan for 2020. Safety Training for Injury and Illness Prevention was asked to be placed towards the top priority. There was some discussion on the needs for a Sewer Use Charge (SUC) Rate Study and whether a change in the type of billing for future SUC's, currently billed on property tax roll annually, should be considered, such as monthly billing based on water usage through EBMUD. Mr. McDonald said the District's capacity and connection fee will be looked at in early 2020 because of the changes in the law related to Accessory Dwelling Units (ADU), i.e., in-law, granny flats, etc. The new ADU law requirement makes it prudent to review the SUC rate study that we have been using to see if it is still valid based on the changing uses of properties. At a minimum the legalization and growth of ADU's has created a new classification of use which is currently not covered in our Ordinance for SUC's. Clarifying the District Code by expanding the definitions of property use would be helpful to staff on enforcement. A question the Commission can ask itself; is it fair to charge a Single Family Resident SUC rate to the elderly lady who lives by herself using almost no water the same as the large extended family who lives on Duperu and is using substantially more water? Mr. McDonald said the County is also studying making changes to zoning, called Envision 2040, which may impact the zoning areas in downtown changing them from commercial to mixed-use or other. A SUC study would be prudent to take these new factors into consideration when developing the SUC that we bill. Mr. McDonald said he hopes the MCC panel upgrade project at the pump station will be this year but there is quite a lot of work to do to get that project ready and out to bid in a short period of time. He is leaving it on the action plan as a goal for staff. Staff will update the Action Plan 2020 as suggested and will present it to the Board on January 22.

8.c. SEWER EMERGENCY PROJECT AT POMONA AND 2ND: Mr. McDonald reported that the sewer emergency was discovered on a 12 inch interceptor sewer on Pomona between 2nd and 1st Avenues. The sewer is close to imminent collapse and if it were to fail it would cause an uncontrolled sewer backup in the center of our downtown. The Board approved Resolution 19/20-14 to announce and address this emergency as required by Public Contract Code Section 22050. As part of that Code, a verbal report must be given to the authoritative body

that would oversee this project. The area has been marked for digging a single excavation pit and work is scheduled to start this Thursday or Friday. Once the sewer is exposed an inspection of approximately 100 feet will be undertaken to view the area of sewer that we've never had access to do too multiple breaks in the line. Depending on the results of that video inspection the job may become a full line replacement by slip-lining the 12 inch sewer with a 10 inch HDPE line.

9.a. FINANCIAL REPORT: The monthly statement of department finances and report on investments were examined by the Commission. Mr. McDonald handed out the latest monthly summary worksheet for January along with the two summary worksheets for December and November already provided in the agenda packet and asked if there were any questions on the report or any of the reconciliation details. He said the county converted a portion of the Advance on Cash in Fund 3426 to our Operating Cash in Fund 3426 and the department's share of Property Tax in Fund 3240 was transferred to cash as well. In addition, Mr. McDonald handed out a proposed budget schedule for FY 20/21 to the Commission and reminded them of the tight deadlines that we'll have from now through June related to the budget cycle. He reminded the Commission that if anyone has planned absences to please let me know in advance.

9.b. MID-YEAR BUDGET REPORT FOR FY19/20: Mr. McDonald presented the mid-year budget report for the Operating General Fund 3426 of the Crockett Sanitary Department. He said the department is managing expenses well. He highlighted several areas that the Commission should focus on and has included these in the summary memo. In reviewing the budget report it was noted that the inter-department loan payment due from the Port Costa Sanitary Department in the amount of \$36,474 has not been received and staff has asked that the Port Costa Sanitary Commission consider repayment of that loan at their March meeting, after their septic tank cleaning project is complete and they have a better financial picture of their cash position for the remainder of the fiscal year. Mr. McDonald said the Port Costa Commission will need to revise their budget and identify additional funding to carry them through the end of this fiscal year and it is very possible they may further delay that loan payment. Interest is still accruing on the inter-department loan and staff is not concerned as there would be no impact on the Crockett Sanitary Department for the loan not being paid at this time. Mr. Wolthuis asked that the variances for the Auto Dialer Alarm and the appraiser on the budget report be carried over. Mr. McDonald will correct before submittal to the board. Mr. Wolthuis said we need to justify any SUC revenue and make sure that it is only going for treatment of sanitary wastewater. Mr. McDonald said that the SUC use is not restricted in our Ordinance; it allows for use for collection, treatment, and administrative expenses which include rent and payroll. The mid-year budget report was accepted and will be forwarded on to the District Board

10.a. STAFF REPORT ON OPERATIONS: Mr. McDonald reported no Sanitary Sewer Overflows (SSO's) were reported in November or December. There was one Category 3 SSO from manhole E-10-02 on Bishop Rd on January 4, the cause was shop towels and rags. Staff has been busy with capital projects at Atherton and Cooke along with the emergency repair sewer preparation on Pomona. In addition, a partially collapsed sewer was discovered on an easement in the rear yard of 58 Pomona that has been scheduled for emergency repair. Staff splits its time between the Crockett Sanitary Department, other departments, and on general district-wide work. This last month Assistant Sanitary Department Manager Barnhill spent most of his time on Port Costa issues, primarily the Port Costa septic tank cleaning and rehabilitation project. Mr. McDonald spent 23% of his time on Crockett Sanitary Department operations in December. He noted to the Commission that approximately 33% of his time is spent on district business and he hopes to lower that amount in the coming months. From a budget perspective

the General Manager had targeted 20% of his time towards CSD. It has been averaging closer to 30%.

10.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

10.c. STAFF ANNOUNCEMENTS: Mr. McDonald said he will be out of the office next Thursday and Friday and out again either at the end of February or early March for vacation.

11.a. WASTEWATER COMMITTEE REPORT: None

11.b. BUDGET & FINANCE COMMITTEE REPORT: None

11.c. AD HOC COMMITTEES REPORT: None

11.d. INTER-AGENCY MEETINGS: None

12. FUTURE AGENDA ITEMS:

- Building needs projection for sanitary operations (Feb).
- MCC Project status update and schedule/timeline (Feb).
- Draft Capacity Charge Accessory Dwelling Unit (ADU) Ordinance (March).
- Consider recommended enforcement actions.
- Recommend award of contract(s).
- Recommend payment for sewer project(s).

13. COMMISSIONER COMMENTS: Suggestion was made to use County definitions of ADU's when developing our ADU Ordinance.

14. ADJOURNMENT: The meeting was adjourned at 9:12 PM until February 19, 2020.

Respectfully submitted,



Dale McDonald
February 12, 2020

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of the Crockett Community Services District

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TO: Sanitary Commission
FROM: General Manager *M*
SUBJECT: Sewer Repair/Replacement Program
DATE: February 4, 2020

The collection system currently contains 81,120 linear feet (LF) of gravity sewers. The Crockett Sanitary Commission's Wastewater Committee has set an annual goal for sewer repair/replacement at 1,622 LF of pipe annually, or 2% per year.

Staff resources were focused on other District business in 2019 which lead to the postponement of various capital projects. Four projects were completed in 2019. One project replaced 100' of sewer with HDPE, the entire length of C-14-01 to C-00-14, on Loring between the library and Boy Scout Hall. Two spot repairs were completed totaling 12' of new sewer. The Atherton, Cooke, and Pomona sewer line replacement project is underway and will be completed in March 2020. The goal of 2% per year was not met in 2018 but will be met in 2020.

2019	112LF	0.12%
2018	90LF	0.11%
2017	1,716 LF	2.12%
2016	319 LF	0.39%
2015	504 LF	0.62%
2014	615 LF	0.80%
2013	456 LF	0.60%
2012	1,148 LF	1.42%
2011	431 LF	0.53%
2010	1,539 LF	1.90%
2009	484 LF	0.59%
2008	199 LF	0.25%
2007	666 LF	0.83%
2006	334 LF	0.41%
2005	46 LF	0.05%
2004	586 LF	0.72%
2003	574 LF	0.70%
2002	1,071 LF	1.32%
2001	1,948 LF	2.40%
2000	1,116 LF	1.36%

Department staff will continue to work with our consulting engineer, V.W. Housen, to identify and rehabilitate the collection system in 2020. Our consulting engineer V.W. Housen has stated that focus should be on repairs that extend the life of the system. Construction Management

services are being provided by L.R. Paulsell Consulting which has allowed multiple sewer replacement projects to be undertaken already in 2020. Funding for repairs and replacement will come from our capital budget.

Staff has not yet received the video inspections authorized at the end of 2019. Two of the ongoing emergency sewer replacement projects were a result of defects identified during the 2019 inspection. Review of the collection system video program for 2019 will occur by March and will be used to prioritize repairs and replacements for the remainder of 2020 accordingly. The Sewer Repairs Priority List will be updated and repairs budgeted for accordingly.

Through our sewer rehabilitation program, we are striving to achieve the following objectives:

- Reduce the frequency and severity of sewer overflows.
- Continually improve system reliability, protecting the asset value and the public's investment.
- Reduce the frequency of emergency repairs.
- Reduce grit in the system.
- Reduce I&I in the system.
- Prevent impacts on the treatment plant that might cause risk of violating discharge requirements.
- Maximize the serviceable life of each sewer segment.

The majority of Wastewater Districts are moving towards replacement of assets older than 50 years. Our District began following the 50 year model in 2016. The Wastewater Committee is encouraged to meet to discuss goals for our replacement program.

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TO: Crockett Sanitary Commission
FROM: General Manager *M*
SUBJECT: Status Report on Recent Enforcement Actions
DATE: February 12, 2020

Staff continues enforcement of violations related to Ordinance No. 07-1 requiring inspection of the building sewer at time of any property sale and certification of its good condition.

Continued enforcement, some requiring legal advice and other with various complex situations, has been postponed due to limited staff resources. Violations of Ordinances No. 18-1 and No. 05-1 that threaten public health continue to be handled as priority enforcement.

The following properties had recent enforcement actions:

1. 1414 FRANCIS AND 1416 FRANCIS– Notice of Violation issued to correct broken common lateral sewer. Owners have been contacted and are in communication with contractor to repair sewer.
2. 2 CROLONA HEIGHTS – Notice of Board Order and invoice mailed to property owner, requesting payment for \$205.30 for abatement changes. Payment due February 28.
3. 1515 FLORA STREET – Owner provided list of companies who can perform video inspection, action postponed until March.
4. 41 and 51 and 61 CRESTVIEW – Investigation of common lateral / potential District sewer postponed until April.

No properties were issued a Certificate of Compliance for their lateral sewer in January.

There are approximately 35 properties in various stages of enforcement that need individual attention. Staff is planning to free up time so that the backlog can be addressed but does not anticipate this to occur until early 2020.

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February 13, 2020

via email: cmiller@jsusd.org

Charles Miller, Ed. D., Superintendent
John Swett Unified School District
400 Parker Avenue
Rodeo, CA 94572

Re: Carquinez Middle School Replacement Campus Project
Protection of Sanitary Sewer Collection System and Construction Items to Address

Dear Dr. Miller:

The Crockett Sanitary Department of the Crockett Community Services District (CCSD) previously informed the John Swett Unified School District (JSUSD) that the CCSD has jurisdiction over construction and permitting for work on sanitary sewers in the town of Crockett, including the public sewers that run through the Carquinez Middle School (CMS) replacement campus project site. On January 8, 2020 the CCSD became aware that the project was soon to break ground and requested, from John Schulte with Overaa, the latest site drawing identifying the location of the proposed sewer connections from the new campus.

Upon review of utility plan drawings the CCSD sent an email to John Schulte and Grant Carone (Carone & Co Inc.) offering to meet on site for a pre-construction walk through to go over issues related to the sanitary sewer. The following items need to be addressed:

- **Shallow sewer and sewer structure** - the existing sewer structure just downstream from where the grease interceptor is proposed, and where the asphalt has been removed, is extremely shallow and currently covered by a steel plate. The existing sewer is extremely shallow and needs to be protected during the project. What are the plans to tie into or replace the structure at this location? How much does the project anticipate raising the ground level, if at all, at this location? The structure cannot be easily raised to grade and a new manhole will most likely be required at this location.
- **Location of new building requires upsized sewer** – the existing shallow sewer is slip-lined with approximately 6" inside diameter plastic pipe. This diameter is large enough to handle the town wastewater upstream from the school location but is too small to handle the added burden the new school will impose on this section of sewer pipe. The current CMS building ties into the manhole outside the cafeteria where the sewer pipe is larger at 8".

- **Manhole required at new sewer connection** - the 6" sewer on the north side of the new building is shown connecting to the existing sewer without a sewer structure. A manhole will be required at this location and it currently it is not shown on the plans.
- **Grease Interceptor** – the CCSD needs information on type of interceptor proposed with plumbing plans at this location, including details on the new manhole will be installed just outside the grease interceptor. Our CCSD Standard Specifications include grease interceptor requirements under Section 9 Source Control beginning on page 63.
- **Manholes to be raised** – manholes that have been identified on the plans to be raised to elevation must be done according to our Standard Specifications and will require inspection.

The CCSD is willing to meet to discuss the next steps and work as a partner for the successful completion on the new Carquinez Middle School. I look forward to hearing from you and/or the project manager for this project.

Sincerely,



Dale McDonald,
General Manager
Crockett Community Services District

Email cc: John Schulte, Overaa, Project Manager johns@overaa.com
Grant Carone, Carone & Company, grant@caroneandcompanyinc.com

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG: 2-26-20

LATEST FUND REPORT: 2-12-20

OPERATING FUND 3426

CONSTRUCTION FUND 3427

CASH CARRIED FORWARD: \$369,585.72

CASH CARRIED FORWARD \$74,517.31

ACTIVITY:

ACTIVITY:

Warrants (6051-6078) (\$165,517.96)
 Investment fee (\$129.00)
 Conn fee trns to 3427 (\$2,425.00)
 Payroll recovery to REC (\$797.49)

Trns from fund 3426 \$2,425.00
 Invest. service fee (\$17.00)

Payroll recov PCSan REC \$9,448.99
 Conn fee 1952 VDR \$2,425.00
 Permit fees \$180.00

CASH BALANCE: \$76,925.31

INVESTED BEGIN BAL.: \$884,734.10
 Interest LAIF \$5,082.55

CASH BALANCE: \$212,770.26

INVESTED BALANCE: \$889,816.65

FUND 3427 BALANCE: \$966,741.96

ADV ON TAXES:

060 Prop tax Beginning \$535,225.65
 No activity \$0.00

Ending Balance \$535,225.65

160 Adv Supp Prop tax \$4,117.89
 No activity \$0.00

Ending Balance \$4,117.89

INVESTED BEG. BALANCE: \$3,127,231.67

Interest LAIF \$14,434.65

Ending Balance: \$3,141,666.32

FUND 3426 BALANCE: \$3,893,780.12

TAXES held in 3240: \$186,429.24

CO.charges in 3240: \$0.00

ACCURED DEBT OWED TO CVAN:

PCSAN DEPT. \$302,196.85

MAINT DEPT. \$0.00

CAPITAL RESERVE FUND 3429

CASH CARRIED FORWARD \$269.00

ACTIVITY:

Invest. service fee (\$2.00)

CASH BALANCE: \$267.00

INVESTED BEGIN BAL.: \$70,048.55

Interest LAIF \$402.40

INVESTED BALANCE: \$70,450.95

FUND 3429 BALANCE: \$70,717.95

CONTRACTOR BONDS ON FILE:

27 contractors \$27,500.00

Commissioners: Howard Adams, Scott Bartlebaugh, Mark Manzione, Mary Wais, Jon Wolthuis

CROCKETT COMMUNITY SERVICES DISTRICT
Reconciliation Detail
FUND 3426 - CV SANITARY - O&M, Period Ending 02/12/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							4,036,160.93
Cleared Transactions							
Checks and Payments - 31 items							
Check	01/16/2020	6054	CITY NATIONAL BANK	Loan Agreement #06-045-AF b...	X	-27,651.07	-27,651.07
Check	01/16/2020	6055	U.S. BANK	Various	X	-1,364.99	-29,016.06
Check	01/16/2020	6053	MEYERS NAVE	General advice Dec 2019	X	-811.86	-29,827.92
Liability ...	01/16/2020	6052	STATE COMPENSATION...	Workers Comp	X	-417.55	-30,245.47
Paycheck	01/16/2020	6051	MADISON A. KOZIER	Payroll Jan -15	X	-79.05	-30,324.52
Transfer	01/20/2020			Payroll recovery Jan 1-15	X	-797.49	-31,122.01
Check	01/24/2020			Service Charge	X	-129.00	-31,251.01
Check	02/07/2020	6069	C&H SUGAR CO.	WWTP Shared Costs for Dec. ...	X	-65,885.89	-97,136.90
Check	02/07/2020	6073	L.R. PAULSELL CONSUL...	CCTV Proj #19-TV; Const Mg...	X	-43,191.40	-140,328.30
Paycheck	02/07/2020	6056	DALE A. McDONALD	Payroll Jan 2020	X	-4,373.09	-144,701.39
Paycheck	02/07/2020	6057	JAMES G. BARNHILL	Payroll Jan 2020	X	-4,274.12	-148,975.51
Liability ...	02/07/2020	6060	CalPERS Public Employe...	CalPERS retirement and 457 ...	X	-4,156.65	-153,132.16
Check	02/07/2020	6076	WEST COUNTY WASTE...	Contract Services for Decemb...	X	-2,943.84	-156,076.00
Check	02/07/2020	6074	PG&E	Electricity Pump Stations	X	-2,161.86	-158,237.86
Liability ...	02/07/2020	6058	UNITED STATES TREAS...	FedTax Payroll Liability	X	-1,565.66	-159,803.52
Check	02/07/2020	6067	BAAQMD	Air permit - Invoice Number 4G...	X	-1,000.00	-160,803.52
Liability ...	02/07/2020	6061	SDRMA	Health Benefit Premium	X	-892.50	-161,696.02
Check	02/07/2020	6070	CUNHA ENGINEERING	Pomona Street/Atherton Engin...	X	-750.00	-162,446.02
Check	02/07/2020	6072	EBMUD	Water Pump Station	X	-726.69	-163,172.71
Check	02/07/2020	6075	Regional Government Ser...	Hossekus 1 RPD consulting D...	X	-670.00	-163,842.71
Liability ...	02/07/2020	6059	EMPLOYMENT DEVELO...	State Tax Payroll Liability	X	-648.37	-164,491.08
Check	02/07/2020	6077	Old Republic Title Company	Condition of Title - 1 Rolph Par...	X	-400.00	-164,891.08
Check	02/07/2020	6071	David Farnsworth, CPA	Government Compensation Re...	X	-395.00	-165,286.08
Check	02/07/2020	6066	DOLORES M. MORALES	Mileage and supplies reimburs...	X	-354.20	-165,640.28
Check	02/07/2020	6063	AT&T (Phone)	Telephone District and Alarm	X	-267.15	-165,907.43
Check	02/07/2020	6064	Dale McDonald	Mileage and office reimbursem...	X	-189.39	-166,096.82
Check	02/07/2020	6078	East Bay Municipal Utility ...	Water consumption data invoic...	X	-133.20	-166,230.02
Liability ...	02/07/2020	6062	LINCOLN FINANCIAL GR...	LTD premium CCSVD-BL-156...	X	-120.12	-166,350.14
Check	02/07/2020	6065	JAMES G. BARNHILL	Mileage reimbursement	X	-79.31	-166,429.45
Check	02/07/2020	6068	CONTRA COSTA COUN...	Release Filing fee for Parcel 3...	X	-15.00	-166,444.45
Transfer	02/10/2020			Capacity Fee Trns 1952 VDR ...	X	-2,425.00	-168,869.45
Total Checks and Payments						-168,869.45	-168,869.45
Deposits and Credits - 6 items							
Deposit	01/20/2020			Permit	X	60.00	60.00
Deposit	01/24/2020			Interest	X	14,434.65	14,494.65
Deposit	01/31/2020			Conn Fee and permits DP8026...	X	2,545.00	17,039.65
Transfer	02/10/2020			Payroll and other recovery Jan	X	118.33	17,157.98
Transfer	02/10/2020			Payroll and other recovery Jan ...	X	840.08	17,998.06
Transfer	02/10/2020			Payroll and other recovery Jan...	X	8,490.58	26,488.64
Total Deposits and Credits						26,488.64	26,488.64
Total Cleared Transactions						-142,380.81	-142,380.81
Cleared Balance						-142,380.81	3,893,780.12
Register Balance as of 02/12/2020						-142,380.81	3,893,780.12
Ending Balance						-142,380.81	3,893,780.12

APB

GENERAL ENGINEERING

Lic. 1038184

1036 Oak Grove Road, # 124, Concord, CA 94518

License No. 1038184

(925) 989-1453

Invoice

Submitted by: Alfred Lee, APB General Engineering Date: February 7th, 2020

Owner Name: Crockett Community Service District

Owner Address: P.O. Box 578 Crockett, CA 94525

Owner Telephone: 510.787.2992

Project Location: 1300 Pomona St. Crockett, CA 94525

Scope of Work:

- 1) Perform point repair per original agreement for Project #C-1012. (\$8,000)
- 2) Furnish and install (slip line) approximately 175 LF of 10" HDPE per Addendum to Agreement for Project #C-1012. (\$32,000)

Inclusions:

- Drain Rock for Bedding
- Asphalt Restoration
- Man-Hole restoration
- Excavation/Backfill
- Off Hauling
- Traffic Control
- Contra Costa County Encroachment Permit

Total Cost: \$40,000

L. R. PAULSELL CONSULTING

PIPELINE VIDEO INSPECTION AND CLEANING

GENERAL ENGINEERING CONTRACTOR

February 7, 2020

Crockett Sanitary Department

PO Box 578

Crockett, CA 94525

Attention: Accounts Payable

INVOICE CVSD 20-6

Services performed for Crockett Emergency Sewer Repair located in the easement from 58 Pomona to Winslow Avenue from CO N-00-40A to MH N-00-40 from January 6 through February 5, 2020.

Emergency Sewer Repair:	See Attached Work Orders	\$13,554.53
Subcontractor APB Invoice:	24,000.00 + 10% Mark Up	\$26,400.00
		<hr/>
	Total Amount Due	\$39,954.53

Note: Payment is due within 30 days from date of Invoice. Please send payment to address below. L. R. Paulsell Consulting is a State of California Certified Small Business Enterprise.

Very truly yours



Lloyd R. Paulsell S.E.T.

AGREEMENT

THIS AGREEMENT, made this 20th day of January, 2020, by and between CROCKETT COMMUNITY SERVICES DISTRICT, P. O. BOX 578, Crockett, California, 94525, hereinafter called the "District" and Lloyd R. Paulsell dba L.R. Paulsell Consulting, a sole proprietorship/corporation, P.O. Box 517 Crockett, California, 94525 hereinafter called the "Contractor".

WITNESSETH:

WHEREAS, the District has identified the need to replace approximately one-hundred thirty (130) lineal feet of sewer piping of 6" Vitrified Clay Pipe Sewer (VCP) in the backyard easement of 58 Pomona Avenue, Crockett, CA. The District has offered personal site inspections to the Contractor and definition of the proposed work to be done.

WHEREAS, the Contractor confirms that he has made a personal site inspection to review the project, and he has offered to perform the following work:

- 1. Furnish and install approximately one-hundred thirty (130) lineal feet of 6" High Density Polyethylene pipe approximately 5' downstream from Rodding Inlet N-00-40A, including excavation of pits, protection of existing utilities and structures, line installation, and surface restoration, complete in place. \$ T&M

TOTAL BID (not to exceed) \$ 40,000.00

NOW THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the Contractor hereby agrees to complete the work described in this agreement at the price and on the terms and conditions herein contained, and the District agrees to pay the Contractor the contract price provided herein for the fulfillment of the work described in this agreement and the performance of the covenants set forth herein.

The further terms, conditions and covenants of the contract are set forth in the following which are made a part hereof:

A. All construction work performed under the agreement shall be completed in accordance with the Standard Specifications of the Crockett Community Services District and Contra Costa County Public Works Dept. in effect as of the date of this agreement.

B. SPECIAL CONDITIONS: Banded repair couplings are required with change of material.

CROCKETT COMMUNITY SERVICES DISTRICT

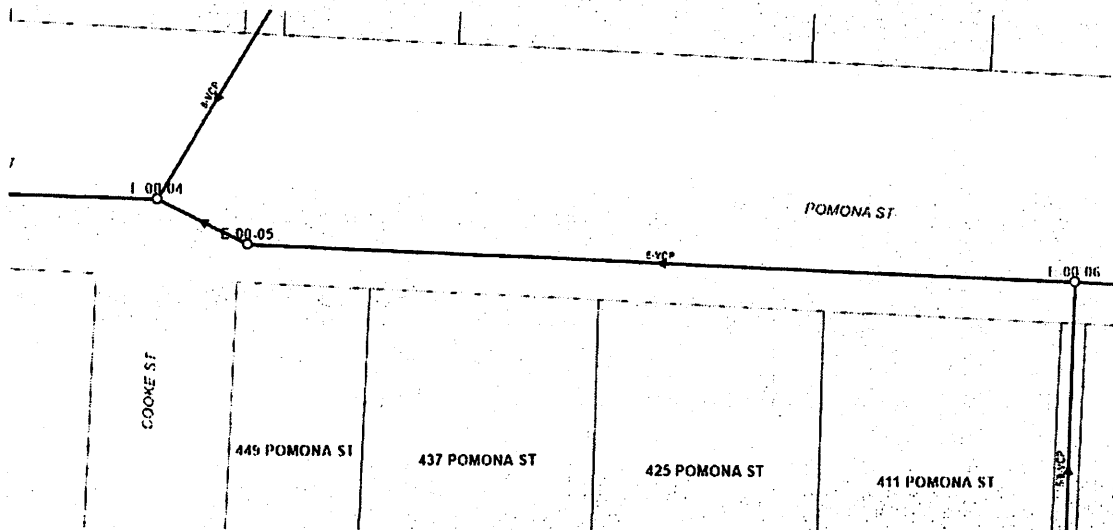
P.O. Box 578 - Crockett, CA 94525
850 Pomona Street
Telephone (510) 787-2992
Fax (510) 787-2459
e-mail: manager@town.crockett.ca.us
website: www.town.crockett.ca.us

TO: Crockett Sanitary Commission
FROM: General Manager *[Signature]*
SUBJECT: Funding reallocation of Capital Sewer Projects
DATE: February 13, 2020

The Crockett Sanitary Department seeks authorization to reallocate \$103,610 from previously identified and approved capital projects to extend the sewer replacement project C-1004 to include replacing the Pomona Avenue sewer E-00-06 to E-00-05 rather than performing individual spot repairs. There is currently \$17,000 allocated for repair of this line segment.

Staff recommends pushing back the Baldwin/Emerson Sewer Replacement project till FY 20/21 which will free up \$79,610 in capital funds and pushing back the Grandview project till FY 20/21 which will free up \$24,000.

The total funding for the E-00-06 to E-00-05 replacement would therefore be \$120,610, an amount in excess of the work authorized. See attached Field Order CSD FO No. 4.



RECOMMENDATION:

Staff recommends the Commission authorize \$103,610, as previously budgeted and allocated, to be used to pay for the Pomona E-00-06 to E-00-05 sewer replacement.

Field Order – CSD FO No. 4 ✓

Project:

Atherton-Cooke Sewer Project C-1002

Owner:

Crockett Sanitary Department
PO Box 578
Crockett, CA 94525

To:

Jose Cuevas
Ecast Engineering Inc

From - Construction Manager
Robin Paulsell

FO No. 4	Subject: Pomona Street Sidewalk Sewer Replacement
Date: 1/16/20	Drawing Number and/or Specification Section: Sewer Map Sheet

Scope of Work:

- The District desires to add the replacement of one segment of sewer located adjacent to the project in the sidewalk on Pomona Street.
- The work would include the removal of 245 lineal feet existing 6" VCP sewer main from existing MH E-00-05 to existing MH E-00-06 and replacement with new 8" PVC sewer approximately 2' lower at the existing slope, payment will be per Bid Item 2 unit price.
- Remove existing MH E-00-05 and connect to existing stub out from new MH E-03-05A, payment will be per Bid Item 6 unit price.
- Remove existing MH E-00-06 and replace with new manhole, connect to existing upstream sewers with external drop connections, payment will be per Bid Item 5 unit price.
- Reconnect 4 active laterals, payment will be per Bid Item 7.
- Site Improvements, payment should be based on the same rate as Bid Item 8 prorated.
- Sheeting and Shoring, payment should be based on the same rate as Bid Item 10 prorated.

Item	Description	Unit	Quantity	Unit Price	Total Price
1	8" PVC Sewer	LF	245	167.00	40,915
2	Remove Existing MH E-00-05	EA	1	5916.00	5,916
3	Remove and Replace MH E-00-06	EA	1	7503.00	7,503
4	Reconnect Active Lateral	EA	4	1024.00	4,096
5	Site Improvements	LS	1	40817.00	40,817
6	Sheeting and Shoring	LS	1	1998.00	1,998


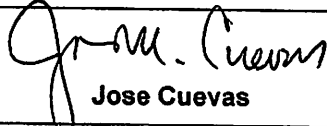

Field Order – CSD FO No. 4

Total Contract Change	\$101,245
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Work will be performed on a Unit Price basis.

A contract time extension of TBD will be provided for this change.

The Contractor, if agreeable is directed to proceed with the above Scope of Work and will be reimbursed for the cost of the additional or changed work up to the authorized amount indicated below in accordance with the terms and conditions of the Contract. Daily time sheets that document labor, equipment, materials and other resources employed to complete the work shall be presented to the Construction Manager at the end of each day for verifications. Contractor shall notify the Construction Manager prior to starting the work and coordinate the work schedule with the Construction Manager. Contractor must notify the Construction Manager if he will exceed the pre-authorized amount prior to expending those resources.

Authorized Expenditure Amount, NOT TO EXCEED	\$101,245
Recommended by Crockett Sanitary Department:	 Robin Paulsell
Accepted for Ecast Engineering Inc. by:	 Jose Cuevas
Authorized for Crockett Sanitary Department by:	 Dale McDonald

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

Fax (510) 787-2459

e-mail: manager@town.crockett.ca.us

website: www.town.crockett.ca.us

TO: Crockett Sanitary Commissioners / Board of Directors

FROM: General Manager 

SUBJECT: Crockett Sanitary Department Managers Report

DATE: February 12, 2020

The Crockett Sanitary Department Managers Report highlights items of interest that occurred between January 7, 2020 and February 12, 2020.

Operation and Maintenance

- There were two Sanitary Sewer Overflows (SSOs) reported in January; one Category 3 spill reported last month at manhole E-10-02 on Bishop Road and the second spill was a Category 1 spill of 450 gallons, which reached a storm drain, on January 23 at manhole E-03-14 on Bishop Road caused by root intrusion.
- Staff responded to or provided information to residents on 14 incidents during January; pump station alarms, power outages, water leak outside pump station, tripping hazard on sidewalk, road to EQ tank blocked by railroad ties, multiple private lateral failures spilling onto the ground.

Capital Improvements / Projects

- Atherton/Cooke Project C-1002 area extended east along Pomona to manhole near 343 Pomona. Price negotiated based on public bid rates awarded. Change orders continue to be authorized due to utility conflicts or grade requirements. Letter extending use of State Lands for material stockpiling extended through May 21, 2020.
- Emergency repairs on sewer V-00-20 to V-00-19 on Pomona between 1st and 2nd have been completed, entire length slip-lined with 10" HDPE pipe.
- Emergency sewer repair expanded to full line replacement of N-00-41 to N-00-40 sewer from rear of 58 Pomona to Winslow Street. New sewer and manhole installation complete.
- CCTV Project #19-TV; most of the line segments have been inspected and files have been provided to the department. Full review and report anticipated by April.
- Two urgent spot repairs identified will be undertaken in the coming month; the first repair is behind the retaining wall on Pomona at 1st Avenue and the second will install a new manhole on marina sewer at the base of the hill off Dowrelia Drive.

Administrative/Financial:

- Annual report to DTSC e-waste recycling numbers reported by January 30 deadline.
- OSHA Form 300A filed, no reportable accidents or injuries for sanitary department.
- EBMUD Water Data requested for SUC Study, anticipated arrival any day.

- Interim Cogen pump data requested and received.
- Sewer System Management Plan (SSMP) reviewed, bi-annual SSMP Audit completed, update to the SSMP completed. Public hearing to be scheduled on March 18 and adoption by Resolution on March 25.
- Meeting scheduled with V.W. Housen & Associates for the morning of February 19 to discuss a variety of wastewater issues. Wastewater Committee and Budget & Finance Committee meetings will be scheduled once the timeline on the MCC Control Center Upgrade is determined and information is received from EBMUD, C&H, and WCWD which is needed for the development of the draft FY 20/21 budget.
- General Manager McDonald spent approximately 35% of his time towards Crockett Sanitary Department operations and 6% on Capital Projects in January. The rest of his time was spent on District business 26%, Recreation and PLC 8%, Maintenance 1%, Port Costa 21%, and 3% towards the Hosselkus Chapel property acquisition. He worked a total of 219 hours in January, excluding holiday, including 41 hours of overtime.
- Assistant Sanitary Department Manager Barnhill spent approximately 12% of his time on Crockett Sanitary Department operations and 1% on capital projects in January. The rest of his time, 87%, was spent on Port Costa issues, primarily the septic tank cleaning and rehabilitation project.



Community Partner for Our Bay, Our Environment

January 9, 2020,
Board of Directors
Crockett Sanitary Department
P. O. Box 578
Crockett, CA 94525

To: Dale McDonald, General Manager

Subject: West County Wastewater District Monthly Report- December, 2019

Members of the Board:

The Crockett Sanitary Department (CSD) system operated with no operational interruptions. The average daily flow from the pump station was .303mgd and the 35-day flow total was 10.615 mil gals.

A total of 30 hours were spent on behalf of Crockett Sanitary District, including 30.0 hours of Maintenance Division's routine maintenance, 0.0 hours for Maintenance Division's Non-Routine Maintenance, 0.0 hours for Maintenance Division's capital Improvements. Also 0.0 hours for CSO Routine Maintenance and 0.0 hours for CSO Non-Routine Maintenance.

If you need additional information, please do not hesitate to contact me.

Sincerely,

Ted Kozlik

WCWD Maintenance Supervisor

GT:TK

Enclosed: (9) pages

Cc: Gordon Times, WCWD Collection System Supervisor

Crockett Sanitary Department

Monthly Report

DECEMBER, 2019

Flow Totalizer Readings	
November 25, 2019	1838728800
December 2, 2019	1840243200
December 9, 2019	1842773000
December 16, 2019	1844825400
December 23, 2019	1847052600
December 30, 2019	1849344800
Total (mil gal)	10.615
35day Average (mgd)	.303

Employee Hours	Routine Maintenance	Non-routine Maintenance	Capital Projects	Total
Pump Station	30.0	0.0	0	30.0
Collection System	0.0	0.0	0	0.0
Total	30.0	0.0	0	30.0

PUMP STATION NON- ROUTINE MAINTENANCE ACTIVITIES
none

PUMP STATION CAPITAL PROJECTS



Community Partner for Our Bay, Our Environment

February 4 , 2020
Board of Directors
Crockett Sanitary Department
P. O. Box 578
Crockett, CA 94525

To: Dale McDonald, General Manager

Subject: West County Wastewater District Monthly Report- January, 2020

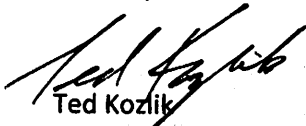
Members of the Board:

The Crockett Sanitary Department (CSD) system operated with no operational interruptions. The average daily flow from the pump station was .317 mgd and the 28 day flow total was 8.869 mil gals.

A total of 30 hours were spent on behalf of Crockett Sanitary District, including 24.0 hours of Maintenance Division's routine maintenance, 12.0 hours for Maintenance Division's Non-Routine Maintenance, 0.0 hours for Maintenance Division's capital Improvements. Also 39.0 hours for CSO Routine Maintenance and 6.0 hours for CSO Non-Routine Maintenance.

If you need additional information, please do not hesitate to contact me.

Sincerely,



Ted Kozlik

WCWD Maintenance Supervisor

GT:TK

Enclosed: (9) pages

Cc: Gordon Times, WCWD Collection System Supervisor

Crockett Sanitary Department

Monthly Report

JANUARY, 2020

Flow Totalizer Readings	
December 30, 2019	1849344800
January 6, 2020	1851443000
January 14, 2020	1853937000
January 21, 2020	1856453400
January 27, 2020	1858214400
Total (mil gal)	8.869
28 day Average (mgd)	.317

Employee Hours	Routine Maintenance	Non-routine Maintenance	Capital Projects	Total
Pump Station	24.0	16.0	0	30.0
Collection System	39.0	6.0	0	45.0
Total	63.0	0.0	0	75.0`

PUMP STATION NON- ROUTINE MAINTENANCE ACTIVITIES
Broken water line repair

PUMP STATION CAPITAL PROJECTS

ASR – C&H Sugar Co., Inc.

November 2019 Management, Operations & Maintenance Report

Summary

JTP

CSD Report

Hours

	OT	DT
Luc Beauchemin		
Jose Mora	5	
Brian Prisegem		
Victor Ortiz		
Justin P.Horton		
Total	5	

Flow and COD

		C&H	CSD
Flow	Avg., mgd	0.407	0.261
	Max., mgd	0.692	0.328
	Total, MG	12.197	7.835
COD	Avg., mg/l	2,915	515
	Max., mg/l	7,695	839
	Total, lbs.	232,593	33,510

OT/DT due to fill-in ops.

Compliance

- No compliance issue for the month.
- No missed samples for the month.

Maintenance & Repair

- Inframark inspected safety shower and eyewash station
- Cleaned contact Tank- 5th channel
- Cleaned and inspected DAF air compressor
- Inframark changed Long belt on belt filter press
- Inframark repaired conveyor belt of belt filter press
- Telestar worked on pressure sensor on DAF unit (Still not fixed)

Financial Update

- Maintenance Caps – The Maintenance and Repair fund balance currently rests at \$ 139.22 for the month ending November 2019. There were no charges to the fund this month.

Maintenance Cap INFRAMARK : WEST : OTHER WEST : C & H Sugar (Crockett) 6310 February 2019 - January 2020 For Month Ending: November 2019												
Con-Ops : Maintenance Cap Amount:	7,200.00	600.00										
	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20
<i>Rollover</i>												
Monthly Cap Revenue (LESS 40600)	1,200.00	600.00	-	600.00	600.00	600.00	600.00	600.00	600.00	600.00	(600.00)	-
Cumulative	1,200.00	1,800.00	1,800.00	2,400.00	3,000.00	3,600.00	4,200.00	4,800.00	5,400.00	6,000.00	5,400.00	5,400.00
<i>Monthly Cap Expenses (LESS 59100)</i>												
Monthly Cap Expenses (LESS 59100)	875.00	-	-	-	4,385.78	-	-	-	-	-	-	-
Cumulative	875.00	875.00	875.00	875.00	5,260.78	5,260.78	5,260.78	5,260.78	5,260.78	5,260.78	5,260.78	5,260.78
Rebate Payable/(Accrued Income)	325.00	925.00	925.00	1,525.00	(2,260.78)	(1,660.78)	(1,060.78)	(460.78)	139.22	739.22	139.22	139.22

- Pass-thru Billable Items
 - AT&T – Monthly internet access fee \$65.00

Health & Safety

- No Lost Time Incidents or CALOSHA recordable.
- Safety training topic:
 - Review: Wet weather preparation
- Safety issues:
 - Walkway on South side of surge tank is collapsing.
 - Walkway on North side of surge tank is creating a trip hazard.
 - Tank inspection by certified inspector for urea and phosphoric acid tank.
 - Walkway behind the old belt press (East side) needs replacing.
 - All gratings on top of aeration tank should be anchored down.
 - Need Confined Space stickers on Aeration Reactors, DAF units and Constant Flow tanks.
 - Need to remove weeds growing on reactor basins.
 - Need to life rings on Aeration Reactors and Daf units.



Operator Certification Status

- Kulwinder Singh III-43654 Expires 7/23/2021
- Luc Beauchemin II-8540 Expires 6/30/2021
- Brain Prisegem II-41539 Expires 1/8/2020
- Victor Ortiz II-35980 Expires 2/27/2021
- Jose Mora II-40954 Expires 8/7/2020
- Justin P. Horton III-43786 Expires 8/22/2022



Critical Issues (Capital Projects)

Projected Expense Projects of Significant Value (CapEx):

Item No.	Project Description	Estimated Cost	Payment Schedule
1	Replace sewer line to plant sump	\$80,000	2019-2024
2	Replace influent process pump & piping modifications, etc.	\$50,000	2019
3	Overhaul DAF #1 (sandblasting interior, recoating of interior, rebuild scraper arms)	\$500,000	2019-2024
4	Overhaul DAF #2 (sandblasting interior, recoating of interior, rebuild scraper arms)	\$500,000	2019-2024
5	Replace No. 1 belt filter press	\$350,000	2019-2024
6	Remove former aeration draft tube mixers	\$230,000	TBD: 2020-2023
7	Replace existing Norton diffusers with new diffusers (basin #1)	\$200,000	TBD: 2020-2023
8	Replace existing Norton diffusers with new diffusers (basin #2)	\$200,000	TBD: 2020-2023
9	Replace existing Norton diffusers with new diffusers (basin #3)	\$200,000	TBD: 2020-2023



Other Projected Expense Projects of Significant Value (Non-CapEx):

Item No.	Project Description	Estimated Cost	Payment Schedule
1	Replace DAF air compressor with new rotary style air compressor. (compressor + labor to install + electrical)	\$20,000	2020
2	Potable water system hydropneumatic controller and system equipment	\$60,000	2020-2022
3	Replace phosphoric acid tank with similar capacity, double walled tank	\$35,000	2020-2022
4	Miscellaneous projects	\$15,000	2019
5	Update iFix/Intellusion SCADA software and new operating system for CPU	\$35,000	2020-2021
6	Install French drain on South side of reactors to redirect spring water that is coming under roadway	\$30,000	2020-2023
7	Replace /repair recycle system check valves (3 each)	\$45,000	2020-2023
8	Pull new wires from control room to reactor submersible pump system	\$25,000	2020-2020
9	Evaluate structural requirements (CapEx Item #6 above)	\$10,000	TBD: 2020-2023
10	Evaluate diffuser options (SOW for CapEx Item #7-9 above)	\$15,000	TBD: 2020-2023
11	Replace used sludge truck (gas not diesel)	\$8,000	2023

Appendix

- Monthly 14 page data report
- Daily chlorine residual sheet/chart
- pH grab vs SCADA sheet
- Paint log

ASR – C&H Sugar Co., Inc.

December 2019 Management, Operations & Maintenance Report

Summary

JTP

CSD Report

Hours

	OT	DT
Luc Beauchemin	10	
Jose Mora	3	
Brian Prisegem		
Victor Ortiz		
Justin P.Horton		
Total	13	

Flow and COD

		C&H	CSD
Flow	Avg., mgd	0.425	0.347
	Max., mgd	0.706	0.471
	Total, MG	13.186	10.770
COD	Avg., mg/l	2,176	436
	Max., mg/l	4,350	757
	Total, lbs.	210,470	38,888

OT/DT due to fill-in ops.

Compliance

- No compliance issue for the month.
- No missed samples for the month.

Maintenance & Repair

- Inframark inspected safety shower and eyewash station
- Cleaned contact Tank- 5th channel
- Cleaned and inspected DAF air compressor
- Inframark changed bioassay sample pump at EFF002
- Telestar changed conduit wiring of both influent pumps.
- Inframark had to shut down and restart the plant (3 events) due to Temporary power generator from SUNBELT
- Inframark had to run the plant for extended hours due to rain and power outages.

Financial Update

- Maintenance Caps – Balance at end of the month: (139.22)
- Pass-thru Billable Items
 - AT&T – Monthly internet access fee \$65.00



Health & Safety

- **Completed 5000 days without Lost time/ Recordable injury.**
- No Lost Time Incidents or CALOSHA recordable.
- Safety training topic:
 - Daily tailgate meetings with safety topics being recorded in Inframark Daily Tailgate Safety file.
- Safety issues:
 - Walkway on South side of surge tank is collapsing.
 - Walkaway on North side of surge tank is creating a trip hazard.
 - Tank inspection by certified inspector for urea and phosphoric acid tank.
 - Walkway behind the old belt press (East side) needs replacing.
 - All gratings on top of aeration tank should be anchored down.
 - Need Confined Space stickers on Aeration Reactors, DAF units and Constant Flow tanks.
 - Need to remove weeds growing on reactor basins.
 - Need to mount life rings on Aeration Reactors and DAF units.
 - Faulty/ Intermittent light bulbs need to be replaced (At least 5 of them)

Operator Certification Status

- | | | |
|--------------------|-----------|-------------------|
| • Kulwinder Singh | III-43654 | Expires 7/23/2021 |
| • Luc Beauchemin | II-8540 | Expires 6/30/2021 |
| • Brain Prisegem | II-41539 | Expires 5/26/2020 |
| • Victor Ortiz | II-35980 | Expires 2/27/2021 |
| • Jose Mora | II-40954 | Expires 8/07/2020 |
| • Justin P. Horton | III-43786 | Expires 8/22/2022 |



Critical Issues (Capital Projects)

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4	Overhaul DAF #2 (sandblasting interior, recoating of interior, rebuild scraper arms)	\$500,000	2019-2024
5	Replace No. 1 belt filter press	\$350,000	2019-2024
6	Remove former aeration draft tube mixers	\$230,000	TBD: 2020-2023
7	Replace existing Norton diffusers with new diffusers (basin #1)	\$200,000	TBD: 2020-2023
8	Replace existing Norton diffusers with new diffusers (basin #2)	\$200,000	TBD: 2020-2023
9	Replace existing Norton diffusers with new diffusers (basin #3)	\$200,000	TBD: 2020-2023



Other Projected Expense Projects of Significant Value (Non-CapEx):

Item No.	Project Description	Estimated Cost	Payment Schedule
1	Replace DAF air compressor with new rotary style air compressor. (compressor + labor to install + electrical)	\$20,000	2020
2	Potable water system hydropneumatic controller and system equipment	\$60,000	2020-2022
3	Replace phosphoric acid tank with similar capacity, double walled tank	\$35,000	2020-2022
4	Miscellaneous projects	\$15,000	2019
5	Update iFix/Intellusion SCADA software and new operating system for CPU	\$35,000	2020-2021
6	Install French drain on South side of reactors to redirect spring water that is coming under roadway	\$30,000	2020-2023
7	Replace /repair recycle system check valves (3 each)	\$45,000	2020-2023
8	Pull new wires from control room to reactor submersible pump system	\$25,000	2020-2020
9	Evaluate structural requirements (CapEx Item #6 above)	\$10,000	TBD: 2020-2023
10	Evaluate diffuser options (SOW for CapEx Item #7-9 above)	\$15,000	TBD: 2020-2023
11	Replace used sludge truck (gas not diesel)	\$8,000	2023

Appendix

- Monthly 14 page data report
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