

PORT COSTA SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, AUGUST 11, 2021

TIME: 7:00 PM

PLACE: ** TELECONFERENCE - SEE BELOW **

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in *Executive Order 33-20* and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time. (See *Resolution No. 19/20-18*)
- The meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

Agenda packets are available on our website at <https://www.town.crockett.ca.us/2021-8-11-port-costa-sanitary-commission-meeting>.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at (669) 900-6833. Enter the Meeting ID# **833 2667 2662** followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM> if the line is busy.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/83326672662> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# **833 2667 2662**.

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. Receive Self-Monitoring Report for June 2021.
- b. Consider report on actions taken by the District Board.

6. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on other financial matters.

7. WASTEWATER:

- a. Consider quote from Northcutt Plumbing to replace plumbing, plumb in two pumps and supply and install second sump pump with necessary plumbing to the drain pit for \$2,860 not to exceed \$3,000.
- b. Consider proposals from Bill's Underground and All Bay Sewer to install approximately 20' of 8" pipe above ground from manhole to septic tank hatch, form recommendation.
- c. Receive 10-year exceedances and flow information.

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 items:

- a. Approve Minutes of July 14, 2021.
- b. Receive Status Report on outstanding issues.

11. FUTURE AGENDA ITEMS:

12. COMMENTS FROM COMMISSIONERS:

13. ADJOURNMENT to September 8, 2021

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. The Board has designated the District's website located at <https://www.town.crockett.ca.us/meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager. 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.

COPY

July 29, 2021

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 June 2021
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 report for June 2021 and second quarter 2021 has been uploaded to the CIWQS website.

During the month of June no exceedances occurred.

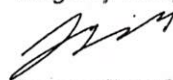
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designated to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage 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 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

MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.:	7/28/21	LATEST FUND REPORT	7/13/21

OPERATING FUND 3425			

CASH CARRIED FORWARD:	\$31,512.67	ACCRUED DEBT:	
ACTIVITY:			
Warrants (1330-1334)	(\$6,611.36)	PYs due CVSan Dep	\$24,233.49
Permit		Loan#2 due CVSan	\$203,986.49
Investment Services	\$0.00	Loan#3 due CVSan	\$150,000.00
Cash conversion	12,347.50		

CASH BALANCE:	\$37,248.81	ACCRUED DEBT:	\$378,219.98

ADV ON SUC BEG. BALANCE	\$12,347.50		
Cash Conversion	(\$12,347.50)		
Ending Balance	\$0.00		
INVESTED BEGIN. BALANCE	\$125,224.30		
Interest	\$0.00		
Transfer to Invest	\$0.00		
Ending Balance	\$125,224.30		

FUND BALANCE:	\$162,473.11	\\san\pc\bud&fin\wrksht	

Proposal

BILL'S UNDERGROUND
 5489 Sobrante Avenue
 EL SOBRANTE, CALIFORNIA 94803-1435
 Lic. No. 533042
 (510) 223-8205 FAX (510) 222-8168
 billsunderground@att.net

PROPOSAL SUBMITTED TO Crockett Sanitary	PHONE 510-787-2992	DATE 7/13/2021
STREET 850 Pomona St.	Sewer Repair	
CITY, STATE AND ZIP CODE Crockett, CA 94525	JOB LOCATION Port Costa	
jbarnhill@town.crockett.ca.us		

We hereby submit specifications and estimates for:

Replace approx 20' of 8" PVC above ground from manhole to dump in to tank with the first 3' encased in concrete and a 8" coupling connecting the remainder of the line as directed by Crockett sanitary

Included: Materials, Excavation, Backfill, Asphalt and / or Concrete repair as needed (if removed by contractor), All inspections required to satisfy requirements.

Contractor will not be responsible for water services, preexisting fixtures, parts, sprinkler systems, drain pipes, plants, trees or lanscaping damaged by pipe pull or construction project
Contractor will not be responsible for the cost of repair or replacement of these issues.

If Ductile iron is present there will be and extra Charge

NOTE: If concrete is incasing the sewer lateral there will be an extra charge. One connection per job. Bid based on the assumption that sewer runs 90% from the dwelling unless known otherwise.
5 yr. warranty

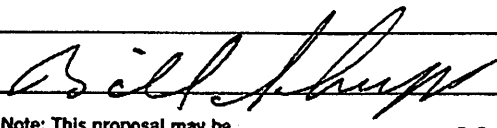
We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Cash or Check Only No credit Cards (\$ 4,875.00)

Payment to be made as follows:
\$400 Dollar Down Payment required before start of contracted work.

Balance due upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tomado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature 
Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____
Signature _____

7.b.



Contra Costa Sanitary District
 850 Pomona St.
 Crockett, CA 94525
 James (360) 510 - 8886
 Jbarnhill@town.crockett.ca.us

Estimate

Date: 7/29/2021
 Estimate #:2

All Bay Sewer
 Mobile: (415) 702 – 8626
 1378 Funston Dr., Santa Rosa, CA 95407
contact@allbaysewer.com
 C-34 C.S.L #1076969
 Bonded & Insured

Description of Project
Estimate based on installing 8-inch bypass from raised manhole to district reservoir at 1 Canyon Lake Dr. Porta Costa, CA 94569
Replace approx. 20ft above ground with two (2) connection points
Protecting pipe with concrete covering approx. 2 ½ ft from manhole P-00-01 to fence
Will require minor grading in some areas near inside of fence
All Bay Sewer, will provide, install, and test all materials installed per U.P.C and Crockett Sanitary District Requirements
Total: \$4,500.00
Signature on contract and 10% deposit require to start project.
5-year warranty on workmanship, and 100-year warranty on pipe

Payment Method	
Check: Make all checks payable to All Bay Sewer	Total: 4,500.00
Credit Card: Call to inquire	Deposit:450.00
	Subtotal: 4,050.00

Contract

This Contract ("Contract"), effective as of the date of the last party to sign below, is between All Bay Sewer, having an address of 1378 Funston Drive, Santa Rosa, CA 95407 ("Contractor"), and Crockett Sanitary District having an address at 850 Pomona St. Crockett, CA 94525 ("Owner").

For valuable consideration the parties hereby agree as follows:

1. LIST OF DOCUMENTS TO BE INCORPORATED INTO THE CONTRACT:

EXHIBIT A – Commercial General Liability Insurance

EXHIBIT B – Workers' Compensation Insurance

EXHIBIT C – Rights to Cancel

2. DESCRIPTION OF THE PROJECT, DESCRIPTION OF THE SIGNIFICANT MATERIALS TO BE USED, AND THE EQUIPMENT TO BE INSTALLED:

Project Description: Bypass / Pipe Installation

Contractor will provide the materials and perform the work described in the estimate. All Bay Sewer will not assume responsibility for unique material(s). Should there be requirement of any unique item(s) and material(s) outside standard. Owner will assume responsibility. This estimate is good for 30 days, another estimate will be required after 30 days since the price of materials is subject to change due to external demands.

3. WORK SITE:

(a) The Project shall be constructed on the property on the property of Owner located at **1 Canyon Lake Dr., Porta Costa, CA 94569**

(b) We, like any other business, utilize our project jobsite as an opportunity to advertise while we are in contract and until the completion of the project.

(b) Client must ensure that work site is always secure and no entry from animals and/or children throughout the duration of the project

(c) As a client, I affirm that no chemicals will be used in the sewer system in within 48 hours of the project.

4.COMPLETETION OF WORK TO BE PERFORMED

(a) Approximate start date: TBD

(b) Approximate Completion Date: TBD

All Bay Sewer shall not be liable, or in breach of this Contact, for any delays due to circumstances beyond its control including strikes, causality, acts of God, general unavailability of materials, city inspections, lead time delays, and additional work beyond original scope.

5.PERMITS:

(a) All Bay Sewer, if necessary, can apply for and obtain such permits and regulatory approvals as may be required and arranged inspections necessary by the local municipal/county government.

(b) All Bay Sewer will perform the work to bring the project up to code. However, the Pre-existing code conditions are mandated by local municipal/county government.

6.EXCAVATION:

(a) All Bay Sewer shall have no responsibility for the conditions of the soils at the work site. Any excavation, filling, or other work required by Client other than the usual and customary excavation and grading shall be agreed to in a Change Order for an amount addition to the Contract Price.

(b) All Bay Sewer performs excavating up to 6ft without additional cost, any depth deeper than 6ft will be additional cost per foot and/or if encountering class c soil (sand, gravel, and loose soil) additional cost may apply due to safety procedures required by OSHA.

7. SURVEY AND TITLE:

Client will specify property lines to All Bay Sewer. Client will allow All Bay Sewer employees access to property. Clients will notify neighboring property of the project taking place and will receive authorization from the neighboring property in the case All Bay Sewer employees may need to enter their property to complete project.

8. EXTRA WORK AND CHANGE ORDERS:

(a) This contract does not include or cover unforeseen parts or labor which may be needed after work begins.

(b) Extra Work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new change order. The order must describe the scope of the extra work or change, and the cost to be added or subtracted from the contract and the effect the order will have on the schedule of progress payments.

9. PRICING:

(a) Estimated Contract Price: \$4,500.00

The Owner agrees to pay All Bay Sewer the agreed cost of the above estimate for performing the service set forth in the scope of the work. The cost of materials is included on the price stated above. This bid does not include any other work than described above. Any additional work will be charged to client on a time and material basis.

(b) Down Payment:

Amount: \$450.00

THE DOWNPAYMNET MAY NOT EXCEED \$1,000.00 OR 10 PERCENT (%) OF THE CONTRACT PRICE, WHICHEVER IS LESS.

(c) Amount of Service Charge

The Owner may be subject to a service charge of up to one hundred dollars (\$100.00) per visit.

10. LATE PAYMENT/DEFAULT:

A failure to make a payment for a period of more than ten (10) days from the due date shall be deemed a breach of the Contract pending payments or resolution of any dispute. Owner agrees to pay a late charge of 1% of all payments that are more than ten (10) days late plus interest at the rate of 1% per month.

11. DESTRUCTION AND DAMAGES

(a) It is the Owners responsibility to remove any personal belonging form the worksite prior to the start of work.

(b) All Bay Sewer will not be liable for any damage or removal of life of plants, trees, shrubs, bushes, grass/turf, flowers, or any landscape not described in the process during any phase of completing the project.

(c) When removing toilets or any other fixtures to access sewer, All Bay Sewer, will not be liable for any damage or leakage to the fixtures. If water damages occur, All Bay Sewer is not responsible.

(d) If equipment breaks or becomes lodged due to issues internally in the line not related to All Bay Sewer's workmanship, the client is responsible for all costs to remove any equipment involved.

(e) All Bay Sewer is not responsible for any secondary damages.

(f) If the project is destroyed or damaged for any reason, except where such destruction or damaged was caused by the negligence of All Bay Sewer, client shall pay All Bay Sewer for any additional work done by All Bay Sewer in rebuilding or restoring the project to its condition prior to such destruction or damage. If the estimated cost of replacing the work already accomplished by All Bay Sewer exceeds 20 percent of the Contract price, either All Bay Sewer or the Client may terminate the Contract. Upon termination by either party, All Bay Sewer shall be excused from further performance under this contract and Client shall pay All Bay Sewer a percentage of the contract price in proportion to the amount of work accomplished prior to the destruction or damage

12. INTERPRETATION:

(a) ASSIGNMENT-Neither party may assign this Contract, or payments due under the contract, without the other party's written consent. Any such prohibited assignment shall be void and of no effect.

(b) ENTIRE AGREEMENT-This Contract constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed under this contract exists between the parties. This contract may only be modified only by a written agreement signed by both parties

(c) GOVERNING LAW-This Contract shall be interpreted and governed in ordinance with the laws of the state of California.

13. ATTORNETS' FEES AND COSTS-If any party to this Contract brings a cause of action against the other part arising from or relating to this Contract, the prevailing party in such proceedings shall be entitled to recover reasonable attorney fees and court costs.

14. PERFORMANCE:

(a) All work shall be completed in a workman like manner and all work shall be formed by individuals duly licensed and authorized by the law to perform said work.

(b) All surfaces will match in kind to the best of our ability. If existing condition is not true, level, plumb or square the existing condition dictates how we proceed. If in existing condition is not true, level, plumb or square in client would like this corrected, we can do this on a time and material basis.

(c) All Bay Sewer has the right to repair to the best of our ability.

15. WARRANTY:

Contractor's warranty shall be limited to defects in the workmanship within the scope of work performed and become known within five (5) years from the date hereof. All said defects arising after five (5) years and defects in material are not warranted. All Bay Sewer hereby assigns to the Owner all warranties on materials as provided by the manufacturer of such materials.

17. DISCLAIMER:

Lead and Asbestos are not included in this contract unless otherwise stated. Any findings regarding the above will require further inspection and additional costs and/or removal by the client.

18. REQUIRED NOTICES:

(a) A notice concerning commercial general liability insurance and workers compensation is attached to this contact.

(b) A notice concerning workers' compensation insurance is attached to this contact.

(c) MECHANICS LEIN WARNING

Anyone who helps improve your property, but who is not paid, may record what is called a mechanics' lien on your property. A mechanics' lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder. Even if you pay your contractor in full, unpaid subcontractors, suppliers, and laborers who helped to improve your property may record mechanics' liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be forced to pay twice or have court officer sell your home to pay the lien. Liens can also affect your credit. To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a **"20-day Preliminary Notice."** This notice is not a lien. The purpose of the notice is to let you know that the person who sends the notice has the right to record a lien on your property if he or she is not paid.

For other ways to prevent liens, visit CSLB's Web site at www.cslb.ca.gov or call CSLB at **800-321- CSLB (2752)**

(c) Information about the Contractors' State License Board (CSLB)

CSLB is the state consumer protection agency that licenses and regulated construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgements that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four (4) years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractors' employees.

You are entitled to a completely filled in copy of this agreement, signed by both you and the contractor, before any work may be started.

The law requires that the contractor offer you any parts that were replaced during the service call. If you do not want the parts, Initial the checkbox

OK for contractor to take replaced parts

The law requires that the contractor give you a notice explaining your right to cancel.

If the contractor has given you a "Notice of Your Right to Cancel," Initial the checkbox

Contractor has given me the "Notice of Your Right to Cancel"

AGREEMENT

<hr/> All Bay Sewer Signature	<hr/> Client / Owner Signature
<hr/> Print	<hr/> Print
<hr/> Date	<hr/> Date
Contractor's License Number: #1076969 C-34 Pipeline	<hr/> Client / Owner Signature
1378 Funston Drive, Santa Rosa, CA 95407 Business Address	<hr/> Print
<u>www.allbaysewer.com</u> <u>Contact@allbaysewer.com</u> (415) 702 - 8626	<hr/> Date

EXHIBIT A & B

Commercial General Liability Insurance (CGL)

Workers' Compensation Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/27/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aslan Insurance Agency, Inc. 2455 Bennett Valley Road, Ste. 103C Santa Rosa, CA 95404 License #: 0B14510	CONTACT NAME: Judie Murphy PHONE (A/C No. Ext.): (707)576-1713 FAX (A/C No.): (707)576-1728 E-MAIL ADDRESS: judie@aslaninsurance.com
	INSURER(S) AFFORDING COVERAGE
INSURED Michael Magatelli DBA: All Bay Sewer 1378 Funston Dr Santa Rosa, CA 95407	INSURER A: Kinstate Insurance
	INSURER B: California Automobile Insurance
	INSURER C: Clear Spring Property and Casualty Company
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 00008857-39750 REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR	TYPE OF INSURANCE	ADDL (SUSR) (INSR) (W/O)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		01001573030	07/16/2021	07/16/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 100,000 MED EXP (Any one person) \$ INCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> AUTOS ONLY		BA040000069075	07/27/2021	07/27/2022	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per occurrence) \$ UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If Yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	CWC00054100	07/16/2021	07/16/2022	<input checked="" type="checkbox"/> PER <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

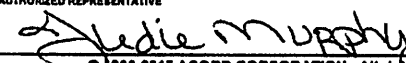
CERTIFICATE HOLDER Proof Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  (JJM)

EXHIBIT C

RIGHTS TO CANCEL

This page is only applicable if this Contract was not negotiated at the Contractor's place of business. If so, the owner is to receive two (2) copies. Capitalized terms in this exhibit will have the same meanings that are assigned to those terms in the Contract.

You may cancel this transaction, without penalty or obligation, within **three (3) business days**. Seniors (those 65 and older) will have **five (5) days** to cancel this transaction.

If you cancel, the contractor must return to you anything you paid within **10 days** of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you receive it, any goods delivered to you under this contract. Or you may, if you wish, comply with the contractor's instructions on how to return the goods at the contractor's expense and risk.

If you make the goods available to the contractor and the contractor does not pick them up within **20 days** of the date of your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for the performance of all obligations under the contact.

<p>To cancel this contract, email, mail, or deliver a written notice.</p> <p>to _____ Contractor</p> <p>at _____ Address of Place of business</p> <p>No later than midnight of _____.</p>	<p>I hereby cancel this transaction</p> <p>Owner(s) Signature</p> <p>_____</p> <p>Print Name(s)</p> <p>_____</p> <p>DATE</p>
---	---

Port Costa - 10 year Exceedances and Flow information

Year	Exceedances	Exceedance & violation detail	ADWF (GPD)	Total annual flow (GPD)	Avg flow Jan-Jun (GPD)
2021	*1	*1xsch miss Copper	N/A	N/A	15,664
2020	0		15,138	14,528	13,977
Septic tank full cleaning and baffle replacement - Dec 2019 through Jan 18, 2020					
2019	*6	2xBOD/3xpH/*1xsch miss pH	11,952	24,221	25,454
2018	3	2xAmmonia/1xpH	24,694	20,396	20,722
2017	8	2xCl/3xAcute Tox/3xAcute Tox 3-sample median	13,448	33,130	48,154
2016	2	2xAmmonia	9,295	17,070	22,992
2015	4	1xEnterococcus/3xBOD	8,695	11,430	12,638
2014	4	1xAcute Tox/3xAmmonia	8,912	11,821	13,694
2013	7	3xAcute Tox/3xAcute Tox 3-sample median/1xTotal Coliform	9,199	**10,366	**9,181
2012	Data unavailable	N/A	7,294	9,985	12,216

ADWF - Average Dry Weather Flow. ADWF determined from three consecutive dry weather months each year. ADWF shall not exceed 0.033 MGD (Million Gallons per Day).

GPD - Gallons Per Day

* - "sch miss" - This denotes a violation of permit requirement, not a failure of quality (exceedance)

** - Data unavailable Feb-May

LS2\office_share\1-3-24-2021\SanDepts\PC_San\ANNUAL DATA SUMMARY-GEOTRACKER\Flow & Violation information

PORT COSTA SANITARY COMMISSION

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

MINUTES OF REGULAR MEETING, JULY 14, 2021

1. CALL TO ORDER: The meeting was called to order at 7:07 PM by Vice-Chairperson Cusack. Present were Commissioners Klaiber and Scheer, along with Dept. Manager Barnhill, District Engineer Murdock and Administrative Services Manager Gunkelman. Commissioners List and Surges were 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. SELF-MONITORING REPORT: Mr. Barnhill reported no exceedances in May and no SSO's in June.

5.b. DISTRICT BOARD ACTIONS: Mr. Gunkelman reported that the Board accepted the resignation from Jon Wolthuis. The Appropriations Limit was approved.

6. FINANCIAL REPORT: The monthly statement of Department finances was examined by the Commission. Ms. Scheer asked where funds are placed for investment. Mr. Gunkelman reported funds to be invested are transferred into LAIF investment funds.

7. WASTEWATER: Mr. Barnhill reported the Contingency and Spill Prevention Plan was accepted by the Water Board. The Water Board submitted a positive letter of receipt. Mr. Barnhill said he reviews, edits, and submits the plans to the Water Board annually. He requested that the Commissioners review the plans and contact him directly to provide editing oversight for further improvement for next year's submission.

8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that he is seeking proposals to install an overflow bypass pipe from the last manhole in the collection system to the septic tank. He hopes to deliver proposals at the next meeting.

8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

8.c. STAFF ANNOUNCEMENTS: None

9. REPORTS FROM COMMISSIONERS: None

10. CONSENT CALENDAR: The consent items were approved unanimously (as/kk):

- a. Approve Minutes of June 9, 2021.
- b. Receive Hazardous Materials Program Inspection report.

11. FUTURE AGENDA ITEMS:

12. COMMISSIONER COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 7:45 PM until August 11, 2021.

Respectfully submitted,

JB/SW

James Barnhill
August 5, 2021

PORT COSTA SAN. DEPT. STATUS REPORT

AUGUST

DATE	REF.	TASK	STATUS	NEXT STEP	RESPONSIBLE
------	------	------	--------	-----------	-------------

ADMINISTRATIVE MATTERS

Ongoing		Review/revise O&M manual	Reviewed	Annual review	Staff
Ongoing		Revise sewer system management plan	Audit complete	Audit Feb 2022	Staff
Ongoing		System rehabilitation program	Smoke tested entire CS Nov 19,2020	Analyze smoke testing results. Send deficiency letters. (see E-8)	Staff
Ongoing		Property database	Current thru 12/2019	Received assessor report from county. Backlogged	Asst District Secretary
Ongoing		Financial accounting & budget	Identify funding		GM
4/15	A-4	Sludge disposal procedure document	Review with operators		Staff
2/19	A-5	Delayed payment of loan #2	Scheduled FY 20/21	Pay in October. Authorized by Commission	Asst District Secretary/ Commission
8/15	A-6	Encroachment 70 CLD. Property is listed, replacement of sewer main, if needed, is owners responsibility	Backlogged	owner to comply	Staff
8/15	A-7	Small Community Grant	Postponed	Revisit State grant options	Commission

ENGINEERING MATTERS

1/13	E-3	Install high water alarm in sump. This will ensure notification if sump pump fails or if flooding occurs	Operator to seek proposal/aquire/install float switch. Telstar to link to PLC	Receive/approve estimate (commission).	Staff
6/08	E-7	#4 filter condition. Investigation to identify location of leak	ON HOLD	Excavate content of filler bed 4	Operator
3/16		Railroad crossing. Needed for health & safety purposes and equipment access	ON HOLD	will approach this if equipment access to WWTP is needed for emergency or maintenance.	Commission / Board
1/17		Install backup Watson Marlo chem pump	Valley to send for diagnosis/est/repair	Authorize repair	Operator
6/17		Constant Level Gate. The constant level gate does not hold position without being held down by a pole. If not held down the gate will lift allowing mass volume to transfer from splitter box into wet well.	Pending assessment		Operator

*Items marked COMPLETED will be removed from the Status Report the following month.

10.b.

DATE	REF.	TASK	STATUS	NEXT STEP	RESPONSIBLE
5/18		Upgrade PLC. Valley recommends upgrading PLC due to age of system, warns that issues will begin to crop up as time passes	Contact vendor for estimate		Operator
12/19	E-8	CCTV Inspection		Targeted CCTV will be required to assess condition	Staff/Commission
1/20	E-11	Polycoat septic tank wall. Engineers found that concrete is degrading at the water air interface.	Consider in 2025	Obtain bids	Commission to direct staff to seek proposals + decide on timing and contract. Contract Operators to oversee work

MAINTENANCE MATTERS

		Monitor sludge level - WWTP Septic Tank	Valley - ongoing. Operator to advise when it is necessary to remove	Operator to seek bids. Commission to review and accept pumping proposal. Operator to schedule work, manage project	Operator
		Monitor scum level - WWTP Septic Tank	Valley - ongoing. Scum in chamber #1 removed Feb 2021. Jan 2020 full maintenance	Staff to contact WCWD to vac material. Operator to oversee and accept work	Operator/staff
8/17		Repair/replace #3 dosing siphon in dosing structure. Siphon is broken and has been removed.	Pending Valley verification of specs. Valley is verifying specs on replacement (\$535 per unit)	Seek installation proposal once part is verified. Commission to accept proposal	Operator
8/18	M-7	Install signage at WWTP. Property warning signs should be installed within the fenceline rather than on the fence to help prevent sign and property vandalism	Commission volunteered	Pending	Commission
2/17	M-6	Remove shrubbery. Plants and roots are causing major damage to wwtp	Commission volunteered	Pending	Commission
		Transplant sand into filter bed #3. Filter bed 3 is low on sand material, level needs to be brought up. Plan was to transfer sifted sand from waste pile or from abandoned bed #4.	Suspended following bio assay failures. Unverified if transferred sand was the specific cause but the failures coincided with transfer. Unverified risk of metal and other contaminants collecting in static sand due to proximity to the railroad.		Operator

*Items marked COMPLETED will be removed from the Status Report the following month.

DATE	REF.	TASK	STATUS	NEXT STEP	RESPONSIBLE
10/16		Annual load bank/fluid svc on genset. Preventative maintenance	Last service Aug 2020	Next due- Aug 2021	Licensed Service - overseen by operator
1/13	M-1	Raise manhole elevations. Will address as needed if county informs us of paving & manhole elevation issues	Obtain quote as needed		Staff
7/12	M-3	Clean/paint plumbing. Pump room is a moist environment. Pipes and pumps develop rust, it must be removed and equipment must be coated.	Mitigate rust, replace as needed / paint		Operator / Commission
7/12	M-4	Repair eroded wet well stopper valve	Define scope of work	Receive add'l quotes for work	Operator
7/12	M-5	Reset siphon valve #3	Drain north side/buy parts/gate valve open	Drain/close valve/ reset valve height	Operator. Verify that this is ongoing operation rather than project status

**** Larger project tasks are included on the Status Report. Smaller incidental and regular ongoing tasks are excluded from this report.**

\\sanitary\pcsan\StatusReportPCS.xls

***Items marked COMPLETED will be removed from the Status Report the following month.**