

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

MINUTES OF REGULAR MEETING, OCTOBER 26, 2022

1. CALL TO ORDER: The meeting was called to order at 7:10 PM by President Barassi. Present were Board Members Bartlebaugh, Kirker, Mackenzie and Peterson, along with General Manager Murdock, Recreation Department Manager Wilson, Administrative Services Manager Gunkelman, Sanitary Dept. Manager Barnhill and Assistant Secretary Witschi.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: John Angell, Chairperson of the Police Liaison Committee (PLC), said the Committee mailed out a survey to all residents of Crockett on whether they are in favor of installing Automated License Plate Reader (ALPR) cameras in town. He said the results of the survey were 147 said yes, 12 said no and 11 said not sure. He said these cameras capture the license numbers and transmit plate data to a database which runs a check for the vehicles involvement in amber alerts, abducted and missing persons, wanted persons, stolen vehicles and other crimes. They are typically mounted on street poles, streetlights, highway overpasses or attached to law enforcement vehicles. The data, which includes photographs of the vehicles and sometimes the driver and passenger, is uploaded to a central server. He said in the first eight months that the City of Benicia used their ALPR's, they had 51 arrests. Mr. Angell said this needs approval first and then the Committee will look for grants to pay for the cameras. Jena Goodman said according to Contra Costa County there are grants available for cameras. Mr. Angell said we need to have an Incident Management Team to form a response to the District.
4. REPORTS FROM COMMISSIONERS: The Board would like Item 4 to read "REPORTS FROM COMMISSIONERS AND COMMITTEES" moving forward. Director Mackenzie said he would like to have one commissioner from each commission/committee attend the Board meetings.
5. PUBLIC HEARING – PORT COSTA CITIZEN'S CONCERN ABOUT FIELD SEMESTER PROJECT:
This item has been tabled to a future date.
6. CONSENT CALENDAR: The following consent items were approved unanimously (sb/mk):
 - b. Receive Minutes of Commissions and Committees.
 - d. Consider Resolution No. 22/23-12 authorizing remote teleconferencing meetings including hybrid meetings for the period of November 1, 2022 through November 30, 2022 in conformity to AB 361.
- 7.a. RECREATION DEPT. REPORT: Mr. Wilson reported he drained the pool in order for the Pool Replaster Project to begin on November 7. He said the storm drain inspection passed. He received a 262 page ADA inspection report for the Community Center, pool and park.
- 7.b. MAINTENANCE DEPARTMENT: Mr. Murdock reported the main floor at the District office is almost done. Director Peterson said on Monday, October 24 a driver ran into one of the decorative street lights on Pomona Street. He said the decorative street light has been removed and he is working on replacing it.

7.c. PORT COSTA SANITARY DEPT.: The Board received the Minutes of September 7. Mr. Barnhill reported that on October 5 CD&Power performed a Genset service. The top layer of septic tank was vacuumed out. He said the Commission has given him permission to look for an Emerson back-up pump.

7.d. CROCKETT SANITARY DEPT.: Mr. Murdock reported Mr. Gunkelman gave his resignation in August and will be here until January 2023. He said his work will be replaced with ADP and an accounting firm. There was a sanitary sewer overflow on Kendall and Merchant (426 gallons) and West County Wastewater responded. He said there was contaminated sludge at the Treatment Plant in August. C&H and the Sanitary Department each hired someone to do an inspection. Mr. Murdock said District Counsel, Rachel Hundley, will be resigning from Meyers Nave at the end of the month.

7.e. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Gunkelman said that he met with CREW and State Lands Commission on Tuesday, October 25 to discuss fixing up the waterfront and would like to have as a future agenda item to discuss.

7.f. STAFF ANNOUNCEMENTS: None

8.a. CONSENT ITEMS REMOVED: The Board asked that Item 8.c. be removed from the consent calendar for further discussion.

c. Approve Minutes of District meetings August 24, September 29 and amended minutes of July 27, 2022 – Director Peterson said the minutes have to communicate well to the public. Director Barassi said the minutes are less thorough and precise than in the past. This item has been tabled until next month.

8.b. STATUS AND EVENTS AT THE JOINT TREATMENT PLANT: No further report.

9.a. FINANCIAL REPORT: No report.

9.b. PROPOSED BUDGET FOR FY 2022/23: Mr. Gunkelman presented the proposed budget for FY 2022/23. He said there was a correction to the Return-to-Source money from Cogen that came in last year and he applied the correction. All departments are going to receive less this year. He said the Budget & Finance Committee will meet to discuss the final budget and bring it back next month.

10.a. PERSONNEL COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.c. AD HOC COMMITTEE REPORTS: None

10.d. INTER-AGENCY MEETINGS: None

11. FUTURE AGENDA ITEMS:

Consider Budget for FY 2022/23 (Nov.).
Adopt purchasing procedures and spending limits.
Annual long-term strategy workshop.
Revise District code.

12. BOARD COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 9:33 PM until November 16, 2022.

Respectfully submitted,

Susan Witschi

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January 23, 2023