

PORT COSTA SANITARY COMMISSION

MINUTES OF REGULAR MEETING, FEBRUARY 14, 2018

1. CALL TO ORDER: The meeting was called to order at 7:03 PM by Chairperson Surges. Present were Commissioners Scheer, Beauchemin, Mann along with Dept. Manager Barnhill. Commissioner Cusack was absent excused.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: Mr. Barnhill stated that the District Board approved publishing a newsletter, Crockett Engaged, which highlights the District purpose and activities. The inaugural edition for January-February is available on the district website <http://www.town.crockett.ca.us>
4. PUBLIC HEARING: None.
5. REPORT OF DISTRICT COUNSEL: No report.
- 6.a. DISTRICT BOARD ACTIONS: None.
- 6.b. SELF-MONITORING REPORT: Mr. Barnhill presented the Self-Monitoring Report cover letters for November 2017, December 2017, and Annual Self-Monitoring Report for 2017. There were eight permit exceedences in 2017. Chlorine, Total Residual Instantaneous limit was exceeded twice in February. Acute Toxicity and 3-sample median Acute Toxicity limits were each exceeded six times in the months of April and June 2017. The Electronic Self Monitoring Reports (eSMR) were Certified and Submitted to the California Integrated Water Quality System (CIWQS).
- 6.c. CONSIDER COMMITTEE APPOINTMENTS: Chairperson Surges appointed Commissioner Beauchemin to the Wastewater Committee, Commissioner Cusack remains on the Wastewater Committee. Commissioners Surges and Mann will continue serving on the Budget & Finance Committee.
- 7.a. FINANCIAL REPORT: The Commission received the monthly Summary Worksheet. The commission asked what the general attorney advice for \$339.98 paid to Meyers Nave was for. Mr. Barnhill explained that \$339.98 is a shared cost attributed to Port Costa for general advice which pertains to the District as a whole.
- 7.b. RECEIVE WATER CONSUMPTION DATA:
The Commission received the Water Consumption Data sourced from Central Contra Costa Water District. Mr. Barnhill explained that the cost factor is an average of the last three years Single Family Residence (SFR) cubic foot water usage. The three year average helps maintain a stable cost factor to prevent large fluctuations in the Sewer Use Charge (SUC) rate.

7.c. RECEIVE PRELIMINARY DRAFT BUDGET FY 2018/19: Mr. Barnhill reported on the 6-month report and initial draft budget for FY 17/18. Mr. Barnhill recommended that a 5% (\$94) sewer use charge increase be set as a placeholder. Mr. Barnhill said the unallocated carry over at the end of the fiscal year is projected to be 0.42¢ and that is with the 5% increase included in revenue projections. Mrs. Scheer asked why the finances are in this condition. Mr. Mann mentioned that the NPDES Permit reissuance is expensive and is mandated to be completed this year. Committee members discussed the WWTP upgrade project that Contra Costa County oversaw in 2006-08. The cost of the project is still affecting the community with debt balances.

8.a. RECEIVE PORT COSTA SANITARY ACTION PLAN FOR 2018: The Commission received the action plan. No recommendations were given.

8.b. RECEIVE ANNUAL SANITARY SEWER OVERFLOW (SSO) REPORT: Mr. Barnhill said the report summarizes SSO's for the calendar year. Port Costa had no spills in 2017.

9.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that no Sanitary Sewer Overflows (SSO's) occurred in December. One SSO occurred in January. The SSO was reported by a resident on January 18. Staff and a contractor responded and flow was restored at 11:50 AM. The estimated start date and volume was 480 gallons and started overflowing January 14 based on the witness report and calculated flow volume from upstream connections.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

9.c. STAFF ANNOUNCEMENTS: None

10.a. BUDGET & FINANCE COMMITTEE REPORT: None

10.b. WASTEWATER COMMITTEE REPORT: None

10.c. AD HOC COMMITTEES REPORT: None

10.d. INTER-AGENCY MEETINGS: None

11. CONSENT CALENDAR: The consent items were approved unanimously (jm/as):

- a. Approve Minutes of January 17, 2018.
- b. Receive Status Report on outstanding issues.
- c. Receive letter to Ali Heidari, owner, 3 Canyon Lake Drive APN 368-147-006.

12. FUTURE AGENDA ITEMS:

- Report on condition of plumbing at plant.
- Railroad crossing to treatment plant.
- Condition of Constant Level Gate.

13. COMMISSIONER COMMENTS: Mr. Surges announced he will not be available to attend the March 14 meeting.

14. ADJOURNMENT: The meeting was adjourned at 7:57 PM until March 14, 2018.

Respectfully submitted,

James Barnhill
March 5, 2018