

PORT COSTA SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, JANUARY 9, 2019

TIME: 7:00 PM
PLACE: Port Costa School, 1 Plaza Del Hambre, Port Costa

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. Consider report on actions taken by the District Board.
 - b. Receive Self-Monitoring Report for November 2019.
6. BUDGET AND FINANCE:
 - a. Consider monthly Summary Worksheet and staff report, proposed budget schedule, and staff report on other financial matters.
 - b. Receive 6-month budget report for FY 18/19.
7. WASTEWATER:

Annual Sanitary Sewer Overflow (SSO) report on Port Costa collection system.
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.)
 - a. Budget & Finance Committee – Members Mann and Surges

- b. Wastewater Committee – Members Mann and Beauchemin
 - c. Inter-agency Meetings:
10. CONSENT CALENDAR: Consideration of a motion to approve the following items:
 - a. Approve Minutes of December 12, 2018.
 - b. Receive Status Report on outstanding issues.
 11. FUTURE AGENDA ITEMS:
 - Action Plan for 2019 (Feb.).
 - Draft budget for FY 19/20 (Feb.).
 - Interceptor sewer cleaning and inspection.
 - Engineering proposal to inspect and assess septic tank.
 - Manhole repair near WWTP
 12. COMMENTS FROM COMMISSIONERS:
 13. ADJOURNMENT to February 13, 2019.

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 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.

December 27, 2018

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 November 2018 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 November 2018 has been uploaded to the CIWQS website.

During the month of November 2018, due to a scheduling error, only two of three required weekly effluent pH samples were collected during the week of November 4th-10th.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed 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

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.: 12/19/18 LATEST FUND REPORT: 12/12/18

OPERATING FUND 3425			
CASH CARRIED FORWARD:	(\$104,407.01)	ACCRUED DEBT:	
ACTIVITY:			
CHECKS (1055-1062)	(\$13,278.99)	PYs due CVSan Dept.	\$24,233.49
Payroll recovery	(\$756.51)	Loan#2 due CVSan	\$277,963.36
DEPOSIT - SUC Melton	\$1,973.00		
CASH BALANCE:	(\$116,469.51)	ACCRUED DEBT:	\$302,196.85
ADV ON SUC BEG. BALANCE:	\$260,528.00		
No activity	\$0.00		
Ending Balance	\$260,528.00		
INVESTED BEGIN. BALANCE:	\$60,265.92		
Interest LAIF	\$0.00		
Ending Balance	\$60,265.92		
FUND BALANCE:	\$204,324.41	c:\mydocs\san\pc\bud&fin\wrksht	

12/13/18

Reconciliation Detail


FUND 3425 - PC SANITARY - O&M, Period Ending 12/12/2018

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							216,386.91
Cleared Transactions							
Checks and Payments - 10 Items							
Check	11/27/2018	1057	Valley Operators, L...	Monthly treatment plant service Invoic...	X	-4,000.00	-4,000.00
Check	11/27/2018	1056	Larry Walker Asso...	NPDES Permit Project 00556.02	X	-2,880.00	-6,880.00
Check	11/27/2018	1055	U.S. BANK	Lab testing, road gate, cell alarm	X	-672.14	-7,552.14
Transfer	12/05/2018			Payroll recovery November PCSan to ...	X	-736.89	-8,289.03
Transfer	12/05/2018			Payroll recovery November PCSan to ...	X	-19.62	-8,308.65
Check	12/06/2018	1062	STATE WATER R...	SWRCB Annual Permit Fees	X	-4,674.00	-12,982.65
Check	12/06/2018	1061	TELSTAR INSTRU...	Annual meter calibration invoice 96936	X	-685.00	-13,667.65
Check	12/06/2018	1058	PG&E	Electricity	X	-266.24	-13,933.89
Check	12/06/2018	1059	MEYERS NAVE	Attorney costs NPDES, UPCCAA	X	-75.29	-14,009.18
Check	12/06/2018	1060	Streamline	Web hosting 2 months	X	-26.32	-14,035.50
Total Checks and Payments						-14,035.50	-14,035.50
Deposits and Credits - 1 item							
Deposit	11/21/2018		SUC Melton		X	1,973.00	1,973.00
Total Deposits and Credits						1,973.00	1,973.00
Total Cleared Transactions						-12,062.50	-12,062.50
Cleared Balance						-12,062.50	204,324.41
Register Balance as of 12/12/2018						-12,062.50	204,324.41
Ending Balance						-12,062.50	204,324.41

6.a.

CROCKETT COMMUNITY SERVICES DISTRICT

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TO: Directors and Commissioners
FROM: General Manager 
SUBJECT: Proposed Budget Schedule
DATE: January 2, 2019

PROPOSED FY 2019/20 BUDGET SCHEDULE

JANUARY	Staff prepares draft budget schedule.
JANUARY	Order envelopes for mailing of hearing notice. Order water use data from EBMUD & CCWD.
JANUARY 7,9,16	Staff presents mid-year budget reports. Appoint 3 Budget & Finance Committees.
JANUARY	Staff calculates water consumption and "increase" in sewer use charges, if needed.
JANUARY	Staff prepares 3 draft operating budgets.
FEBRUARY 1-21	Committees meet to develop preliminary budgets.
MARCH 4,13,20	Staff presents 8-month budget reports and preliminary budgets.
APRIL 1-17	Committees meet to revise preliminary budget and instruct staff on sewer service charge. Staff prepares newsletter, if needed.
APRIL 1,10,17	Committees report recommendations to Commissions and Board.
APRIL 24	Board sets June 26 date for public hearings on proposed budget, on rate increases, and on method of collection.
APRIL 25	Board instructs staff on wording notice of proposal to raise fees by specified amounts. Board approves newsletter.

APRIL 25	Staff updates database with changes in ownership and makes copies of notice & newsletters for mass mailing.
MAY 6	Recreation Commission recommends recreation tax rate.
MAY 10	DEADLINE TO NOTIFY ALL PROPERTY OWNERS BY MAIL NO LESS THAN 45 DAYS BEFORE HEARING. (Prop. 218 and District Code Sec. 6.24.035)
MAY 29	Staff completes draft Sewer Use Charge Study Reports. (H&S Code Sec. 5473 and District Code Sec. 6.24.160.B)
Before JUNE 1	Staff prints out sewer use charges. (District Code Sec. 6.24.160.B)
MAY 31	Deadline for 2 hearing notices emailed to West County Times for publication to run Wed 6/5 & Sat 6/15. (Prop. 218 and H&S Code Sec. 5473.1, Gov't Code Sec. 61110(d) of CSD law, and District Code Sec. 6.24.160.C)
JUNE 1-12	Committees may meet again to develop final budget proposal.
JUNE 3,12,19	Commissions adopt 3 budget proposals and approve SUC Study Reports and rate ordinances.
JUNE 12,19	Distribute final Sewer Use Charge Study Reports to San. Comm.
JUNE 14	Computer run of sewer service charges and Sewer Use Charge Study must be available to public at least 10 days prior to hearing. [Gov't Code Sec. 66016(a)]
JUNE 26	Present final budget proposal to Board.
JUNE 26	Public hearing on Sewer Use Charge Study Reports and committee recommendations for sewer service charges. (Prop. 218 and H&S Code Sec. 5473.1 & Dist. Code Sec. 6.24.160.F) Public hearing on method of collection. (H&S Code Sec. 5473.2) Public hearing on budget (Gov't Code Sec. 61110) Resolution overruling objections to method of collection and adopting Secretary's Report. (H&S Code Sec. 5473.3) Ordinances setting sewer service charges and setting method of collection. Resolution setting recreation tax. Resolution adopting budget. Adopt revised budget for <u>current year</u> if needed.
JUNE 27	Publish Ordinance in West County Times and post publicly.

JULY	Receive new tax roll. Final computer run sewer service charges.
JULY 10	Authorize PCSan capital projects.
JULY 17	Authorize CVSan. capital projects.
AUGUST 9	Deadline to submit rec. tax and sewer service charges to County. (H&S Code Sec. 5473.4)
AUGUST	Receive 3 County print outs for review and correction.

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TO: Commissioners
FROM: Department Manager JB
SUBJECT: Mid-Year Budget Report for General Fund 3425
DATE: January 2, 2019

The mid-year Port Costa Budget Report includes a 6-month budget report profit and loss statement for fund 3425 of the Port Costa Sanitary Department. The adopted Fiscal Year 2018/19 budget included revenue of \$262,681, Operating & Maintenance (O&M) expenses of \$264,951, Operating Reserves (including contingency) of \$39,248, and capital outlay allocation of \$17,753. While a budget deficit for the District is not forecast and there is no need to adopt a revised budget, it is important to review the 6-month budget report and make adjustments accordingly if needed.

HIGHLIGHTS

- Six month Budget for lab expenses was \$6,000. Substantial additional testing to complete the NPDES Discharge Permit renewal process was not required. Six month actual costs were only \$3,372.
- Septic tank must be addressed in FY 18/19. The \$25K allocated for Capital Replacements (Treat) #416.96.1 for outfall repair has been reallocated to Other Operations (Treat) – Septic Cleaning #416.96. Septic tank cleaning will need to be done annually while the reserves are built up to replace or refurbish the septic tank.
- Interdepartment Loan #1 has been paid in full. The largest expenditures for Port Costa continue to be the remaining loan #2 repayment, contract treatment plant operations, and contract maintenance operations. With the exception of interest expense, all are anticipated to be under or near respective budget line items in FY 18/19.
- Payroll costs are under budget, 91% of anticipated costs as of December 31, 2018. Management expects the payroll costs to maintain a similar trend over the next 6 months as attention will be adjusted to refocus priorities for Port Costa. Estimated final payroll costs ending June 30, 2019 will still be under budget.

CAPITAL PROJECTS

The capital budget consists of \$13,653 for loan interest and \$4,100 for capital sewer projects. Actual interest is under budget, capital expense of \$12,236, as Local Agency Investment Fund (LAIF) interest rate has risen slower than anticipated, resulting in lower interest for the outstanding loan. No capital collection system projects are planned through June 30, 2019.

SUMMARY

The attached budget report shows the Port Costa Sanitary Department is effectively managing the expenses. Staff expects to focus on the condition of the septic tank and plans to seek input from an engineering firm. The engineer will offer guidance for an improved approach to maintain the tank or provide alternatives to tank rehabilitation. This guidance will help us focus on the best use of limited funds rather than continuing the current operational model.

There does not appear to be a need to revise the Port Costa Sanitary budget for FY 18/19.

STAFF RECOMMENDATION:

Staff recommends the Port Costa Sanitary Commission receive the 6-month budget report.

The Port Costa Sanitary Commission's Budget & Finance Committee should meet to discuss the FY 19/20 draft budget and form recommendations accordingly. Increased operations and maintenance expenses in the coming years should be planned for. Capital Projects list should be reviewed and updated. Additional revenue needs to be identified to address full septic tank maintenance.

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TO: Sanitary Commissioners / Board of Directors
FROM: General Manager *LM*
SUBJECT: Annual Report of Sanitary Sewer System Overflows for Calendar Year 2018
DATE: January 2, 2019

The purpose of this memo is to provide a summary of the Sanitary Sewer System Overflows (SSOs) that occurred in sanitary sewer systems of the Crockett Community Services District (District) during Calendar Year 2018. The District operates two separate collection systems in the towns of Crockett and Port Costa.

On October 3, 2012, the San Francisco Bay Regional Water Quality Control Board (RWQCB) issued a letter discontinuing the requirement to submit annual SSO reports to the RWQCB. Staff continued to update its respective Commissions and the District Board on SSO's that occurred from its collection system and report SSOs through the State's California Integrated Water Quality System (CIWQS).

This report does not include SSOs that occurred from private sewer service laterals within the Crockett Community Services District jurisdiction that were caused by conditions in privately-owned laterals or on private property. The property owners are responsible for the condition and the operation of those sewer service laterals.

Number and Size of SSOs

There was a total of two (2) SSOs for the reporting period; one force main failure in Crockett and one gravity sewer overflow in Port Costa. All SSOs were associated with dry weather conditions. Neither spill was contained nor returned to the sewer system. Neither SSO reached the waters of the State. Details of the SSOs are shown in Table below.

	Volume (gallons)	Event Type	Cause
Crockett Loring N-00-21 to N-00-20 Rubber gasket coupling failure	155	Cat 3	Infrastructure Failure
Port Costa Railroad P-01-03 to P-01-02 Backup out of rodding inlet	480	Cat 3	Debris (dirt) blockage

Members of the Board: Luigi Barassi, Michael Kirker, John MacKenzie, Kent Peterson, Emma Sutton

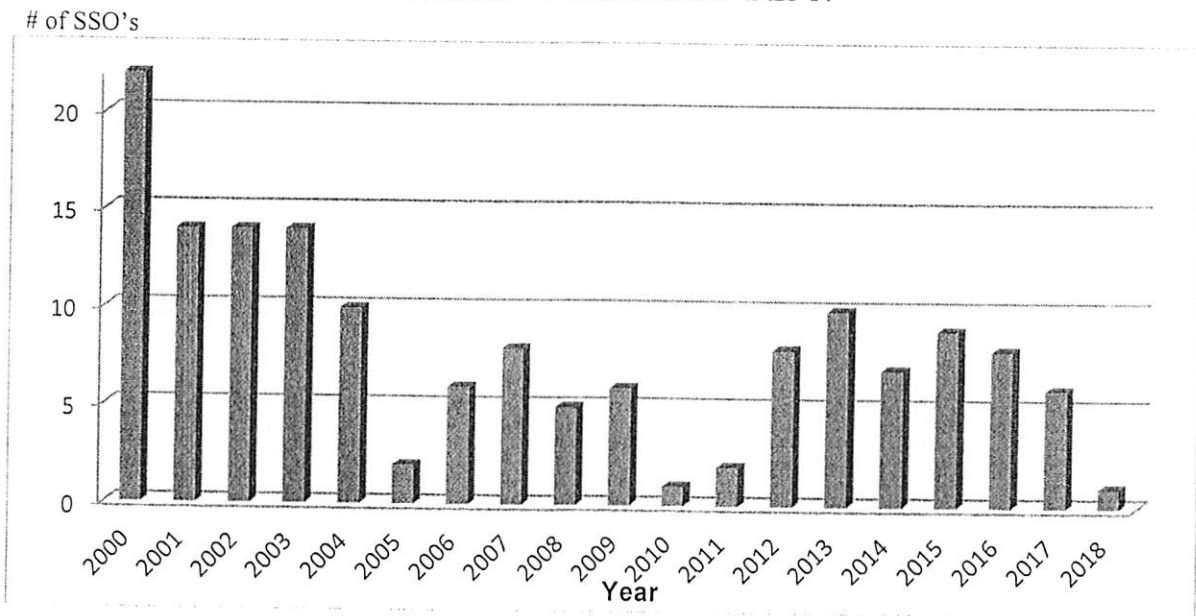
Location of SSOs

Crockett and Port Costa are small towns in Contra Costa County located along the Carquinez Strait. There is no predominant location where SSOs tend to occur. During this time period the SSO incidents occurred in two unrelated sanitary sewer locations.

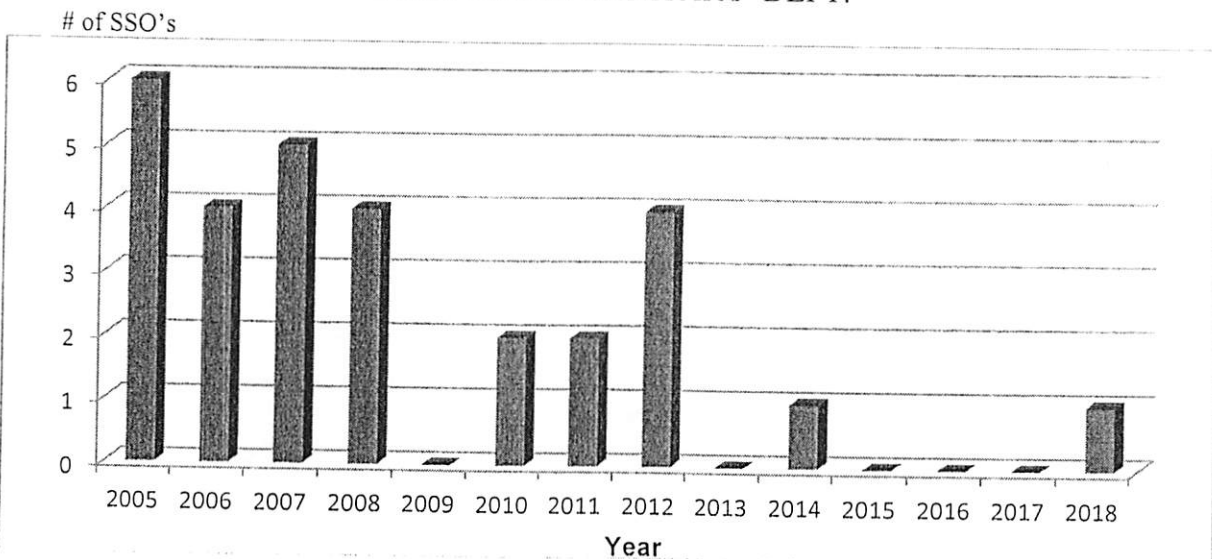
SSO Trends

The following charts will compare data for the current reporting period with previous reporting periods for the Crockett and Port Costa Sanitary Departments.

CROCKETT SANITARY DEPT.



PORT COSTA SANITARY DEPT.



Jurisdiction over the Port Costa collection system only passed to Crockett CSD in May, 2008, and this summary report includes records from the former permit holder, Contra Costa County Sanitation District #5 without being able to verify their accuracy and completeness regarding SSOs that have occurred before that transition of authority.

Summary

The District's Sewer System Management Plan (SSMP) includes a District goal to minimize the frequency and duration of SSOs, including implementing regular, proactive maintenance of the system to remove issues that may cause sewer backups or SSOs. The District's SSMP was last updated August 2016 and was audited mid-2018. Staff continues to use data collected from SSOs to revise maintenance cleaning schedules and to update sewer repair priorities. Both the Crockett Sanitary Department and Port Costa Sanitary Department are managing their respective collection system well.

The Federal Clean Water Act largely prohibits any discharge of pollutants from a point source to the waters of the United States except as authorized under an NPDES permit. The State Regional Water Quality Control Board (SRWQB) enforces the Statewide General Waste Discharge Requirements (WDR) as authorized by California Water Code sections 13263, 13050, and others. In 2017, the RWQCB questioned staff on the high number of SSOs in the Crockett collection system compared to State average. No formal action has been requested of the District but enforcement action related to the number and volume of SSOs remains a possibility.

The Crockett Sanitary Commission, Port Costa Sanitary Commission, and District Board should review the report and form recommendations as needed.

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TO: Port Costa Sanitary Commission / Board of Directors
FROM: Dept. Manager James Barnhill *JB*
SUBJECT: Port Costa Sanitary Department Managers Report for December 2018
DATE: January 9, 2019

The Port Costa Sanitary Department Managers Report highlights items of interest in December 2018.

Operation and Maintenance

- No Sanitary Sewer Overflows (SSO's) occurred in December.

Administrative

- On December 12 the Water Board approved the Port Costa five year NPDES Discharge Permit. Order No. R2-2018-0053 NPDES, No. CA0037885 will be effective February 1, 2019 and will expire January 31, 2024. The next application for a reissuance of NPDES permit is due May 1, 2023.
- On December 19, commissioners Scheer and Beauchemin toured the WWTP and septic tank properties with Mr. Barnhill.
- One permit for sewer lateral work was issued in 2018.

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MINUTES OF REGULAR MEETING, DECEMBER 12, 2018

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Surges. Present were Commissioners Scheer, Mann, Beauchemin and Cusack, along with Dept. Manager Barnhill.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
5. REPORT OF DISTRICT COUNCEL: None
- 6.a. DISTRICT BOARD ACTIONS: Mr. Barnhill reported that on November 21 the District Board approved the meeting and Holiday schedule for 2019.
- 6.b. SELF-MONITORING REPORT: Mr. Barnhill presented the Self-Monitoring Report cover letter for October 2018. The electronic Self Monitoring Report (eSMR) was certified and submitted through the California Integrated Water Quality System (CIWQS). There were no exceedences in October. The effluent flow meter was calibrated by Telstar on October 23.
- 6.c. NPDES PERMIT: Mr. Barnhill reported that the NPDES Discharge Permit was approved by the Water Board on October 12. The Order will become effective February 1, 2019.
- 6.d. ELECTION OF OFFICERS: There was a consensus to maintain Mr. Surges as Chair and Mr. Cusack as Vice Chair. The Budget & Finance Committee remained unchanged with Mr. Mann and Mr. Surges. The Wastewater Committee remains the same, with Mr. Mann and Mr. Beauchemin.
7. FINANCIAL REPORT: The Commission received the monthly Summary Worksheet ending November 13. Ms. Scheer asked what share of the payment amount is for the interdepartment loan #2. Mr. Barnhill said he does not have the figure with him but it is less than half of what was paid this month.
- 8.a. GENERATOR COMPLIANCE: Mr. Barnhill reported that no Sanitary Sewer Overflows (SSO's) occurred in November. Mr. Barnhill said that more stringent regulations for generator compliance have been brought to his attention. He said that the regulations might not pertain to the Port Costa generator though and the matter needs some research.

8.b. INTERCEPTOR CLEANING AND CONCRETE STRUCTURES: Mr. Barnhill said the cleaning of the sewer interceptor is delayed and will likely take place in early January. He said that degraded concrete and a failed manhole cover ring were observed in the manhole located near the wastewater treatment. The degraded concrete looks similar to damage caused by H₂S which breaks down concrete. He said the condition of the concrete structure of the septic tank needs to be verified. Mr. Barnhill said the manhole needs to be repaired.

8.c. SEPTIC TANK: Mr. Barnhill said that an engineer should be consulted to make recommendations on the septic tank rather than continuing on with the current model of simple cleaning with vacuum trucks. He said the engineer should assess the condition of the structure and propose methods or adjustments of use to more efficiently operate the tank.

9.a. STAFF REPORT ON OPERATIONS: There were no questions regarding the Managers report. Mr. Barnhill handed out the 2019 meeting and Holiday schedule.

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. INTER-AGENCY MEETINGS: None

11. CONSENT CALENDAR: The consent items were approved unanimously (tc/rb):
Approve Minutes of November 7, 2018.

12. FUTURE AGENDA ITEMS:

13. COMMISSIONER COMMENTS: Ms. Scheer said that she wants to tour the facilities.

14. ADJOURNMENT: The meeting was adjourned at 7:41 PM until January 9, 2019.

Respectfully submitted,



James Barnhill
January 2, 2019

PC SAN. DEPT. STATUS REPORT

JANUARY

<u>DATE</u>	<u>REF.</u>	<u>TASK</u>	<u>STATUS</u>	<u>NEXT STEP</u>
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ADMINISTRATIVE MATTERS

4/15	A-4	Sludge disposal procedure document	review with operators	
7/18	A-3	ICOM/CMMS	In use	
Ongoing		Review/revise O&M manual	Reviewed	
Ongoing		Revise sewer system management plan		next audit June 2020
Ongoing		System rehabilitation program	update 5-year plan	Continue video inspection
Ongoing		Property database	Current thru 8/2017	Inventory District property
Ongoing		Financial accounting & budget	Monitoring expenses	
Ongoing		NPDES permit re-issuance	Tentative order issued	comments due Nov 19th

ENGINEERING MATTERS

12/12		Repair/replace MH -P-00-00		
1/13	E-3	Install high water alarm in sump	Valley to aquire/install float switch	Telstar to tie into PLC
6/08	E-7	#4 filter condition	On hold	Excavate content of filler bed #4
3/16		Railroad crossing	On hold	will approach this if equipment access to WWTP is needed for emergency or maintenance
7/16	E-8	NPDES Reissuance - Discharge study	study performed/submitted by RWQCB. By PCSD request	
		Replace Septic pump	Installed	Monitor performance
1/17		Install backup Watson Marlo chem pump	Pending Valley	Pump to be diagnosed
6/17		Constant Level Gate	Pending assessment	
5/18		Upgrade PLC	contact vendor for estimate	
~6/18		Locate and document P-03-09 + P-03-05	located, documented	sent letters to properties

<u>DATE</u>	<u>REF.</u>	<u>TASK</u>	<u>STATUS</u>	<u>NEXT STEP</u>
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MAINTENANCE MATTERS

8/17		Repair/replace #3 dosing siphon in dosing structure	Pending	
8/17		Remove sludge from septic tank chamber #4	Ongoing	
		Install signage at WWTP	Commission volunteered	Pending
		Condition of plumbing at plant	pending assessment by Valley Operators	
2/17		Replace P-00-01 MH cover	Commission volunteered	F construct new lid
2/17		Remove shrubbery	Commission volunteered	Pending
		Transplant sand into filter bed #3	suspended	
7/16		Remove sludge - WWTP Basin/wetwell	3" single diaphragm pump + dewatering bag	schedule work
3/16		Remove all sludge - septic tank	pending assessment	contract with engineer
10/16		Annual load bank/fluid svc on genset	Pending	EST Fall 2018
1/13	M-1	Raise manhole elevations	Received quotes (on hold)	Raise manholes (on hold)
7/12	M-3	Clean/paint plumbing	Identify need	Budget work
7/12	M-4	Repair eroded wet well stopper valve	Define scope of work	Receive add'l quotes for work
7/12	M-5	Reset siphon valve #3	Drain north side/buy parts/ gate valve open	Drain/close valve/ reset valve height
5/16		properly cover sodium hypochlorite tote	Obtain uv cover / tarp	
18-Sep		Add secondary containment for chemicals		

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