

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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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 Adams. Present were Commissioners Bartlebaugh, Manzione, Wais and Wolthuis, along with General Manager McDonald and Asst. Secretary Witschi. Also present was Director Emma Sutton. Assistant Dept. Manager Barnhill was absent.
2. AGENDA ORDER: Commissioner Manzione suggested moving the public hearing towards the end of the agenda to allow Crockett Marine Services or others time to arrive later.
3. PUBLIC COMMENTS: None
5. REPORT OF DISTRICT COUNSEL: Mr. McDonald reported that District Counsel Kent Alm is retiring at the end of the month. A new legal services agreement will be provided to the Board.
6. CONSENT CALENDAR: The consent item was approved unanimously (mw/ha):
 - a. Approve Minutes of November 14, 2018.
7. REPORT OF CONSULTING ENGINEER: None
8. ENFORCEMENT ACTIONS: Mr. McDonald presented the status report on recent enforcement actions. He reported 288 Kendall has capped their cleanout, is no longer in violation, and has paid all penalties and abatement charges.
- 9.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission.
- 9.b. ITRACKER SMART FLOW MONITORING SYSTEM: Mr. McDonald reported staff has been working to calibrate the current flow meters and during the discussions with Telstar and our consulting engineer, V.H. Housen, it was determined that additional readings upstream would be beneficial for future hydraulic study. This new technology would put new equipment in manholes that can be read from the truck using Wi-Fi. The total cost for 4 portable meters is \$6,940. Commissioner Manzione asked if the device have a flume. Mr. McDonald said the equipment is suspended from within the manhole, does not use a flume, and calculates measurements from the base of the channel. A motion to approve purchase of (4) iTracker Smart flow monitoring systems for \$6,940 carried unanimously (jw/mm).
- 10.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in November. He said the Pay Scale of Wages to adjust for the State required minimum wage increase was adopted. The 2019 meeting and holiday schedule was adopted.
- 10.b. ELECTION OF OFFICERS: A motion to nominate Mary Wais for Chair and Scott Bartlebaugh for Vice-chair carried unanimously (jw/mm).

11.a. STAFF REPORT ON OPERATIONS: Mr. McDonald reported there was no Sanitary Sewer Overflows (SSO's) that occurred in November. He presented the written manager's report that outlines operational, capital, and administrative items that have occurred through December 4. The Nantucket remains in default of their prior year sewer service charges.

4. PUBLIC HEARING ON TERMINATION OF SEWER SERVICE: Mr. McDonald reported California State Lands Commission has terminated the lease with Crockett Marine Services, Inc. (CMS). With the termination of the lease The Nantucket restaurant will have to vacate the buildings within 90 days of the termination letter. He said he spoke with District Counsel Kent Alm and he said it does not look like we will be able to recover the delinquent prior year outstanding sewer use charges or current delinquent charges for FY 18/19 without spending more on attorney fees that the amount outstanding. Mr. McDonald supports suspension of sewer service. Commissioner Wais asked if staff has been contacted by The Nantucket. Mr. McDonald said no. A motion finding that the Payment Agreement for Delinquent Sewer Service dated September 27, 2017 is in default as last payment was made on June 21, 2018, confirming that sewer service charges for FY 18/19 are delinquent, and authorizing suspension of sewer service carried unanimously (jm/mw). Staff will present the findings to the District Board on December 19, 2018 for further enforcement action.

11.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

11.c. STAFF ANNOUNCEMENTS: None

12.a. WASTEWATER COMMITTEE REPORT: None

12.b. BUDGET & FINANCE COMMITTEE REPORT: None

12.c. AD HOC COMMITTEES REPORT: None

12.d. INTER-AGENCY MEETINGS: None

13. FUTURE AGENDA ITEMS:

- Annual report on sewer inspection program (Jan).
- Annual report on sewer repair/replacement program (Jan.).
- Committee appointments (Jan.).
- Mid-year budget report (Jan.).
- Consider recommended enforcement actions.
- Lateral repair bids.
- Consider comprehensive rehabilitation program.
- Recommend award of contract(s)
- Recommend payment for sewer project(s).

14. COMMISSIONER COMMENTS: Commissioner Wais said the Recreation Christmas dinner is on Friday, December 14 at 6:30 pm.

15. ADJOURNMENT: The meeting was adjourned at 7:41 PM until January 17, 2019.

Respectfully submitted,

Susan Witschi
January 10, 2019