

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, OCTOBER 20, 2021

1. CALL TO ORDER: The meeting was called to order at 7:02 PM by Chairperson Manzione. Present were Commissioners Adams and Wais, along with District Engineer Murdock, Assistant Dept. Manager Barnhill, Administrative Services Manager Gunkelman and Asst. Secretary Witschi. Commissioner Mauler was absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
5. CONSENT CALENDAR: The consent item was approved unanimously (ha/mw):
 - a. Approve Minutes of September 15, 2021.
- 6.a. DISTRICT BOARD ACTIONS: Mr. Gunkelman reported on the actions taken by the District Board in September. He said the Board approved an emergency resolution to proceed with future Zoom meetings. He said a new resolution has to be approved every 30 days. Commissioner Manzione would like to continue remote meetings at least until January 2022. Mr. Murdock announced he is going to be the new General Manager and Mr. Gunkelman will continue to be the financial officer.
- 6.b. ALLOCATION OF FLOOR SPACE: Commissioner Manzione reported Director Peterson asked for a couple people to work with him on getting things going for allocation of the new District office. Commissioner Manzione and Director Bartlebaugh met with Director Peterson and essentially got the ball rolling without making any proposals. The discussion is how much of that new building and which parts of the new building would best serve the staff.
- 7.a. ENFORCEMENT ACTIONS: No actions taken.
- 7.b. BRICKS AT THE PUMP STATION: No report.
8. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Commissioner Manzione said it looks like there are 37 different contractors with bonds on file. He asked if there is a clear procedure when the contractor asks for the bond to be refunded. Mr. Gunkelman said Ms. Witschi took care of this in the past. This item will be discussed at a future date.
- 9.a. STAFF REPORT ON OPERATIONS: Mr. Murdock reported there were three capital projects completed since the last meeting. He said there were two on Grandview. The first *one* was a 100 feet of HDPE pipe for \$25K. The second job on Grandview was 130 feet section of 8-inch pipe for \$42K. The third job was completed today on Ceres. He said there is a project on Winslow that is a 180 feet

section of 6-inch pipe for \$38K. He said there was an emergency repair on Baldwin Street and it was 281 feet and crosses a substantial number of laterals for \$105K. Mr. Murdock reported the contractors who are clearing the hillside have about one day left and the job will be complete. He received a grant from the Crockett Community Foundation to do the job. He said the John Swett High School class of 2022 raised \$435 during the Sugartown Festival parking cars at the new office building. Mr. Murdock wanted to acknowledge the Crockett Improvement Association and the Scouts of Crockett for clearing out a lot of the belongings left behind at the new office building and helping during the town wide yard sale. He said it brought in \$508.45. All the left over surplus property has been donated that was not sold.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Gunkelman reported he got a hold of some people at the State Lands Commission in regards to the outfall. He said they would like him to schedule a Zoom meeting. He would like to invite someone from the Commission to attend the meeting sometime next week.

9.c. STAFF ANNOUNCEMENTS: None

10.a. WASTEWATER COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.d. INTER-AGENCY MEETINGS: None

11. FUTURE AGENDA ITEMS:

- Consider lateral inspection increase.
- Consider procedures for ADU applicants.
- Progress reports as appropriate for new District offices.
- Capacity Charge Accessory Dwelling Unit (ADU) Ordinance.
- Video outreach for FOG and no wipes down drain.
- Recommend award of contract(s).
- Recommend payment for sewer project(s).

12. COMMISSIONER COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 8:21 PM until November 10, 2021.

Respectfully submitted,

Susan Witschi

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November 11, 2021