

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, SEPTEMBER 13, 2023

1. CALL TO ORDER: The meeting was called to order at 7:02 PM by Vice Chairperson Cusack. Present were Commissioners List, Scheer, and Klaiber. Staff present included Dept. Manager Barnhill, General Manager Murdock, Administrative Services Manager Goodman and District Secretary Rivas. Commission Chairperson Surges was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
- 5.a. DISTRICT BOARD ACTIONS: Ms. Jena Goodman resigned from the Board and was hired by the General Manager as Administrative Services Manager. The 2023/2024 budget was approved by the CCSD board and adopted.
- 5.b. SELF-MONITORING REPORT: Two reports were received since the August meeting was cancelled.
6. FINANCIAL REPORT: Ms. Goodman presented a check roster and credit card statement. The approved 2023/2024 budget will be presented at the October meeting.
7. WASTEWATER: None
- 8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that the line above Prospect Ave was found to have a failing coupling and was in need of an access point. LRP installed a cleanout, replaced approximately 10 feet of pipe and installed a new coupler. The line was cleaned and will be CCTV'd.
- 8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Staff completed a State audit questionnaire for the collection system for both Crockett and Port Costa and have a virtual audit meeting on September 21st. The audit is new and covered the entire system of Port Costa's collection system, it's inspection, maintenance, and replacement. Staff expects the audit will result in increased inspection and replacements. Ms. Goodman reported that a small grants group is looking into funding sources. In a meeting with Congressman Garamendi, staff was directed to search possible federal grants. Ms. Goodman invited any interested parties from Port Costa to attend the grant meetings.

Commissioners: Tom Cusack, Karen Klaiber, Tom List, Anne Scheer, Joe Surges

8.c. STAFF ANNOUNCEMENTS: None

9. REPORTS FROM COMMISSIONERS: Commissioners welcomed two new employees Ms. Jena Goodman and Ms. Sonia Rivas. Commissioner Cusack reported that a neighboring lot was recently changed. The lot was split and does not have a dedicated lateral. Mr. Barnhill reported that a homeowner of new construction will incur a cost to connect a lateral to the collection system which is currently a capacity fee of \$5,500 plus permit fee of \$60.

10. CONSENT CALENDAR: A motion to approve the Consent Calendar was unanimous (TL 1st, TC 2nd, Ayes: 4/0, 1 absent).

a. Approve Minutes of June 14, 2023.

11. FUTURE AGENDA ITEMS:

- Bull Valley Agricultural Center & Port Costa School – scope and costs.
- Acquire backup effluent pump with capacity to maintain flow to filter beds.
- Acquire two replacement peristaltic pumps for chemical dosing.
- Research funding and grant opportunities.
- Report on State Collection System Audit.

12. COMMISSIONER COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 7:41 PM until October 11, 2023.

Respectfully submitted,
Sonia Rivas