

# PORT COSTA SANITARY COMMISSION

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of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING, JANUARY 10, 2024

1. CALL TO ORDER: The meeting was called to order at 7:02 PM by Chair Surges. Present were Commissioners Cusack, Klaiber, List, Scheer, and Surges. Staff present: present included Sanitary Department Manager (SDM) Barnhill, Interim General Manager (IGM)/District Secretary (DS) Rivas, District Engineer (DE) Murdock, and Administrative Services Manager (ASM) Goodman. Also present: Board directors Barassi and Mackenzie; Crockett Sanitary commissioners Manzione and Wais, and Police Liaison committee member Ritchey.
2. CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Mr. Jim Campbell introduced himself as a representative of the Port Costa Community Alliance group. He thanked the commissioners and staff for the work they do.
- 4.a CONSENT CALENDAR: Minutes of December 6, 2023. Items were approved with no changes. (Cusack 1<sup>st</sup>, Scheer 2<sup>nd</sup>, 5/0)
5. PUBLIC HEARING: None.
- 6a. REPORT ON ACTIONS TAKEN BY THE DISTRICT BOARD: DS Rivas reported that the District Board held elections and Nick Spinner and Diana Martinez were elected as president and vice-president respectively. Crockett Sanitary also held elections, Mark Manzione and Scott Bartlebaugh are chair and vice-chair respectively.
- 6b. SELF-MONITORING REPORT: Received. There were no spills in December.
- 6c. UPDATE ON ELECTRICAL POLE: DE Murdock provided a quick update on the status of the electrical pole fire. The replacement and connection were completed on December 28<sup>th</sup>. ASM Goodman presented a breakdown of costs with an estimated total of \$17,450.18 to date. The public asked several questions focused on identifying the party responsible for the repair costs.

In addition to the cost of pole replacement, staff will continue to perform tasks associated with the generator due to the excess usage. The generator clocked 700 hours during this repair period and will be serviced the following Monday. Mr. Barnhill reported that the generator is serviced annually around October. This incident simply accelerated the service schedule. The generator does an automatic 15-minute self-assessment on Mondays. PG&E's time to connect the line typically does not incur a cost.

Identifying the responsible party for the damage is still under investigation. CCSD Board Director Mackenzie reported that he is in discussions with two parties: the leaseholder and a railroad representative from Sacramento. Both the railroad and leaseholder are insured. He reported that Port Costa Sanitary would not be paying for the cost of the damage. Part of the discussion with the railroad will be around preventing future damage to the pole.

Mr. Barnhill reported that the wastewater system is run by the generator. The generator fuel consumption is 20 gallons per day and is refilled every 2 days. The fuel tank capacity is approximately 100 gallons. Sanitary staff takes a conservative approach to maintenance. A lack of oversight can contribute to an overflow into the bay. He has been preparing for the wet weather season. A rental generator can be brought in under extreme cases.

IGM Rivas commended staff for their efforts in the repair of the electrical pole. She briefly explained the challenges that staff encountered and specifically highlighted the level of dedication that DE Murdock partook in expediting the project.

6d. CONSIDER CHANGING DATE FOR THE FEBRUARY MEETING: The February meeting falls on Valentine's Day. DS Rivas polled the commissioners to see if the meeting should be changed to another day. The commissioners unanimously agreed to meet as scheduled.

7a. BUDGET AND FINANCE / WARRANT TRANSMITTALS AND BUDGET UPDATE:  
Received.

7b. UPDATE ON 2024 BUDGET PROCESS: Ms. Goodman reported that a schedule has been prepared and anticipates that the Board will approve it at the January meeting. Commissioners Cusack and Surges were identified as the budget representatives for Post Costa Sanitary.

8. WASTEWATER: None.

9a. REPORT OF DEPARTMENT MANAGER: Mr. Barnhill reported that West County removed the top layer in the septic tank, approximately 1,500 gallons. He said that operations at the plant continued without known issues while the generator operated, and the generator performed properly. He said the generator began sounding differently as time progressed. A member of the public asked if the generator would need to be replaced because of this use. Mr. Barnhill said the generator should continue to work for many years as long as it continues to receive regular maintenance such as the regular annual and the upcoming Monday service.

9b. GOVERNMENTAL MATTERS: None.

9c. ANNOUNCEMENTS AND DISCUSSION: None

10. REPORTS/COMMENTS FROM COMMISSIONERS: The meeting was very well attended with approximately 30 attendees, mostly Port Costa residents. Commissioner Scheer thanked the public for attending and welcomed them to return for future meetings. Commissioner Scheer reported that she and John Mackenzie were on a committee with Kent Peterson regarding climate change concerns. DS Rivas informed the public that anyone can apply for an alternative seat for the Port Costa Sanitary and that the application can be found on the website. She encouraged everyone to visit the website and join the mailing list to receive the agendas and minutes.

11. FUTURE AGENDA ITEMS:

- Bull Valley Agricultural Center & Port Costa School – scope and costs. This item was discussed earlier under governmental matters.
- Acquire a backup effluent pump with the 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.
- Consider changing for meeting time to 6 pm.

12. ADJOURNMENT: The meeting was adjourned at 7:00 PM until February 14, 2024.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary