

PORT COSTA SANITARY COMMISSION

MINUTES OF REGULAR MEETING, AUGUST 8, 2018

1. CALL TO ORDER: There was a consensus to appoint Commissioner Scheer to Acting Chair due to the absence of the Chair and Vice Chair. The meeting was called to order at 7:00 pm by Acting Chair Scheer. Present were Commissioners Beauchemin and Mann, along with General Manager McDonald and Dept. Manager Barnhill. Commissioners Surges and Cusack were absent excused.

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 COUNSEL: No report.

6.a. DISTRICT BOARD ACTIONS: None.

6.b. SELF-MONITORING REPORT: Mr. Barnhill presented the Self-Monitoring Report cover letter for June 2018. The electronic Self Monitoring Report (eSMR) was certified and submitted through the California Integrated Water Quality System (CIWQS). There were no exceedences in June.

7.a. FINANCIAL REPORT: The Commission received the monthly Summary Worksheet ending July 12. Mr. Barnhill reported that invoices paid to Larry Walker Associates for work on the NPDES Permit Reissuance process have tallied to just over \$16,000. Mr. Barnhill said that Valley Operators purchased a rake for \$49.97. Mr. McDonald reported that operating reserves of \$60,000 has been moved into our District investment fund. Mrs. Scheer asked who decides where public monies are invested. Mr. McDonald said the Crockett Community Services District Budget and Finance Committee has recommended a conservative investment policy with investments deposited into the State Local Agency Investment Fund (LAIF).

7.b. INTERDEPARTMENT LOANS: Mr. McDonald said the first loan will be fully paid off following final payment due October 15, 2018. The second loan is projected to be paid off in October 2025. Loan details were reviewed by the Commission and with no lower interest rate alternatives, no recommended changes were proposed. A motion to approve payment of both interdepartment loans in October was carried unanimously (jm/rb).

8.a. REPLACING MANHOLE LID FOR OPERATOR SAFETY PURPOSES: Mr. Barnhill asked for status on the manhole lid project that was to be a commissioner coordinated volunteer project. Mr. Barnhill and the Commission discussed the need for a custom manhole cover to reduce injury risk at influent sampling point MH P-00-01. Mr. Mann said that Rudy, an operator at Valley Operators, said a custom lid is not needed. Mr. Mann said he can construct a wooden bench that would be placed beside the manhole cone level with the lid. The lid could be slid onto the bench to reduce the need to lift its full weight. It was decided to schedule a field trip to see the manhole in question.

8.b. SHRUBBERY REMOVAL AT WWTP AND SETTLING TANK: Mr. Barnhill asked for status on the commissioner volunteer project to remove shrubbery from the perimeters of the WWTP (wastewater treatment plant) and the settling tank. Mrs. Scheer asked if Valley Operators is responsible for the perimeter shrubs. Mr. Barnhill said that the operators are responsible for the maintenance of the sand beds and the operation of the facility but they are not responsible for the shrubbery on the perimeter. The extent of the shrubbery that needs removal will be assessed during a field trip and a decision on the next course of action will be decided then.

8.c. INSTALLATION OF SIGNS AT THE WWTP AND SETTLING TANK: Mr. Barnhill asked for status on the commissioner volunteer project to install signs. Mr. Barnhill said the signs are stored at the WWTP. It was decided to take a field trip to see the signs, to be scheduled at a later date.

8.d. SECONDARY CONTAINMENT FOR BULK CHEMICALS: Mr. Barnhill said the bulk Sodium Hypochlorite (bleach) needs to have secondary containment based on a finding written in Regional Water Quality Control Board Compliance Evaluation Inspection report. Mr. Barnhill said the best option is a pallet which is designed to contain liquid, if a tote were to fail. The containment pallet is approximately \$1,200. Secondary containment at the WWTP chemical storage will require a tub or specifically designed shed. Mr. Barnhill is still trying to source the best options. There was a consensus to allow the use of emergency funding if needed rather than allocating money since the total price is unknown.

9.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that no Sanitary Sewer Overflows (SSO's) occurred in July. Mr. Barnhill reported that he met with the Chief Plant Operator to look at the alarm, autodialer, and Cellularm systems. The operator told Mr. Barnhill that the system as a whole is working normally. The Cellularm goes into a reset mode about once per week, the operator said that this poses no issue to normal operation. The operator said they regularly call into the system to check alarm status. He said they will test the alarm system when they test the emergency generator from now on. The genset is tested by cutting the main power to allow the unit to operate per design, usually the alarm callout system is not included in the power outage testing but from now on they will allow the alarm system to react per its design. Mr. Barnhill reported that on July 23, L.R. Paulsell Consulting successfully located and flagged the main sewer segment P-03-09 to P-03-05. Two additional main line cleanouts were found. Cunha Engineering visited the site and documented the alignment based on the flags placed by L.R. Paulsell Consulting. Valley Operators submitted data to BACWA for the 2018 group nutrient study BACWA annual report, our responsibility for the report is complete. Contra Costa County has been notified to place the Sewer Use Charge 2018/19 tax roll for Port Costa Properties. We are awaiting for either a report on inspection or a Certificate of Compliance with invoice from Bay Area Air Quality Management District (BAAQMD).

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. McDonald reported that SB 831 (Wieckowski) regarding Accessory Dwelling Units (ADU) did not make it out of committee and therefore did not make it to the California Senate for consideration during this term.

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 item was approved unanimously (jm/rb):

- a. Approve Minutes of July 11, 2018.
- b. Receive Status Report on outstanding issues.

12. FUTURE AGENDA ITEM:

NPDES Permit Reissuance.

13. COMMISSIONER COMMENTS: None

14. ADJOURNMENT: The meeting was adjourned at 8:07 pm until September 3, 2018.

Respectfully submitted,

James Barnhill

James Barnhill
August 20, 2018