

# CROCKETT SANITARY COMMISSION

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of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING, JANUARY 19, 2022

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Wais. Present were Commissioners Adams and Trask, along with General Manager Murdock, Administrative Services Manager Gunkelman, Assistant Dept. Manager Barnhill and Asst. Secretary Witschi. Commissioner Manzione 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 items were approved unanimously (ha/dt):
  - a. Approve Minutes of December 8, 2021.
  - b. Receive annual report on construction permitting for FY 2021.
  - c. Receive proposed budget schedule.
- 6.. DISTRICT BOARD ACTIONS: Mr. Gunkelman reported on the actions taken by the District Board in December. He said the Board approved extending teleconferencing meetings. Mr. Murdock reported on a claim for damage to some luggage by a resident on Baldwin was rejected, as a result of a sewer spill that occurred and resulted in sewage entering their house. He said the claim was rejected due to the fact their lateral was not properly equipped and did not have a backflow prevention device or check valve in place. After speaking with District Counsel the claim was rejected.
- 7.a. ENFORCEMENT ACTIONS: None
- 7.b. STATUS REPORT AND ACTION PLAN: Mr. Murdock said he reviewed the Status Report and said some of the items have been on the list for over 25 years. He said there are a lot of easement issues, which should all go into one category and should be looked at one at a time. He said this should be addressed at the next District Board meeting. He said he added a couple of items to the Action Plan for 2022. The first one is Item 3 - Identify and Replace Aging/Worn Components at the Pump Station. He said the pump station is nearly 50 years old and it is well designed and well sized, except it has aging components. He said there are worn turbines in the pump and the pump should be replaced. The second is Item 6 – Negotiate and Re-establish Agreement with West County Wastewater District (WCWD). He said they need to move forward to firm up a new agreement with WCWD. Mr. Gunkelman said Item 7 should say there were no rate changes made in FY 19/20 not FY 20/21.
- 8.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. Gunkelman reported the interest from the 2019 Port Costa Sanitary loan is \$2,745. Mr. Gunkelman reported he and Mr. Murdock met with some representatives from CalPERS a few weeks ago and he is looking into an investment with them by pre-funding the liability. He said it is money that is owed to them for retirement, both active, non-active and retired

employees. He said interest payments can be avoided and it could be a different place to put savings other than the County.

8.b. TAX RATE AREA: Mr. Gunkelman reported the Budget & Finance Committee met last week and reviewed the Property Tax Allocations (TRA). He said this is a percentage of the tax money that comes from the area that the District oversees. He said two or three years ago it was decided that some of the money would be portioned off for the Maintenance Department. Commissioner Wais asked what kind of funding does the Dog Park need. Mr. Gunkelman said it is taking up some of his time and it would be a way to provide some financial assistance. He said Mr. Wilson has offered his Maintenance staff to empty the trash at the Dog Park. Commissioner Wais said when the Dog Park was first brought up to the Board it was not suppose to be a cost to the town and objection all along has been that eventually it is going to be a cost to the town. Mr. Gunkelman said the Recreation Department will receive \$64,170, Crockett Sanitary \$310,260 and the Maintenance Department \$15,105. This will go to the Board on January 26.

8.c. ALLOCATIONS MEMO: Mr. Gunkelman reported in 2020 the Crockett Community Services District purchased the property located at 1 Rolph Park Drive with the intent of having a new District office, as well as certain areas of the building and parking lot to be reserved for rental, public use, gatherings, meeting space, etc. The building is not yet ready to be used at full capacity and much of the downstairs is currently a construction zone. The proposed allocation split for each department is: Recreation 10%, Maintenance 6%, Port Costa 10% and Crockett Sanitary 74%. This will go to the Board on January 26.

9.a. STAFF REPORT ON OPERATIONS: Mr. Murdock recapped the sewer repair projects for 2021. He said there are still a few outstanding jobs and there is one that will be completed on Friday. He said 1300 feet of sewer replacement has been completed at a cost of \$477,000. He said that is \$368.00 a foot and that was for 16 projects. Five of those projects were conventional single point replacements, ten of them were pipeburst replacements and one was an unconventional slipline.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Murdock reported Dominic Galliano stopped by the beginning of January from Federal Glover's office and gave staff a handful of swab tests for COVID testing. We've got some here and some cross street and pretty much every other meeting has been canceled over the last month due to vacation COVID or lack of attendance. Mr. Gunkelman reported he reached out to State Lands last week to get an update on the application process, but has not heard back from them yet.

9.c. STAFF ANNOUNCEMENTS: None

10.a. WASTEWATER COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.c. INTER-AGENCY MEETINGS: None

11. FUTURE AGENDA ITEMS:

- Mid-year budget report for FY 2021/22 (Feb.).
- Consider lateral inspection increase.
- Consider procedures for ADU applicants.
- Capacity Charge Accessory Dwelling Unit (ADU) Ordinance.
- Recommend payment for sewer project(s).
- Smoke testing review.

13. COMMISSIONER COMMENTS: Commissioner Adams said there was a Crockett Improvement Association (CIA) work party last weekend and eight people showed up to help remove the more of the bricks from the Pump Station.

14. ADJOURNMENT: The meeting was adjourned at 8:00 PM until February 16, 2022.

Respectfully submitted,

*Susan Witschi*

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January 26, 2022