

# CROCKETT SANITARY COMMISSION

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of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING, SEPTEMBER 16, 2020

1. CALL TO ORDER: The meeting was called to order at 7:01 PM by Chairperson Bartlebaugh. Present were Commissioners Adams, Manzione, Wais and Wolthuis, along with General Manager McDonald, Assistant Dept. Manager Barnhill and Asst. Secretary Witschi. Also present was Director Kirker.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: Mr. McDonald reported he received a call today from the owner at 570 Kendall Avenue and she is working with her father to fix the lateral defect. He said the owner received a bid to do the work but it is very high. Staff has given her a six-month extension and recommends no action at this time.
5. CONSENT CALENDAR: The consent items were approved unanimously (jw/mw):
  - a. Approve Minutes of August 19, 2020.
  - b. Consider Status Report on outstanding issues.
- 6.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in August. He said there have been a lot of meetings with the District Board, setting up transition teams and discussion on recruitment for the Interim General Manager position as well as bringing on consultants. He said Hosselkus Chapel has been purchased. Commissioner Bartlebaugh said he thinks the emphasis by the District Board is the General Manager position and not so much concern with sanitary knowledge.
- 6.b. ENFORCEMENT ACTIONS: Mr. McDonald reported staff has begun enforcement on the District's building lateral sewer inspection requirement, and has issued Notices of Violation to four property owners with hearings planned for October. In addition, staff has begun mailing Notices of Public Hearing to property owners who have previously been issued a violation. He said three property owners had permits that expired and letters were sent asking for a status within 30 days, otherwise permits will be considered expired. Staff will continue to address routine and emergency enforcement in the months ahead.
7. EXISTING OUTFALL: Mr. McDonald reported he received a letter from California State Lands Commission regarding an incomplete application for a General Lease – Public Agency Use, for an existing 20-inch diameter sewer outfall in the Carquinez Strait. He said a condition of the lease requires inspection of the outfall. He said C&H is responsible to perform inspection and maintenance on the outfall. The Commission discussed the situation and a decision was reached to have Crockett Sanitary Department communicate with C&H to inform them of their responsibility to inspect. Commissioner Manzione asked staff to bring this item back next month for further discussion.
8. FINANCIAL REPORT: No report

9.a. STAFF REPORT ON OPERATIONS: Mr. McDonald reported no Sanitary Sewer Overflows (SSO's) in August. Staff responded to five incidents since last month's report, three at the Crockett Pump Station, engine running, low water pressure, and air pressure tank alarm. Private lateral sewer discharge at 29 Baldwin. WCWD noticed that the grit system pump isolation valves were unable to close completely. Gaskets expanded which prevents valves from closing. C&H has been notified, and staff has asked for temperature readings of the process wastewater. WCWD will test isolation valves one week after C&H by-pass is over. Transfer Pump #5 impeller and ball bearings failed. WCWD authorized to repair at estimated cost of \$2,500.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

9.c. STAFF ANNOUNCEMENTS: Mr. McDonald said it was a pleasure working for the District. Commissioner Manzione said you will be missed. Commissioner Wolthuis said he is looking forward to working with Mr. Barnhill.

10.a. WASTEWATER COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.c. INTER-AGENCY MEETINGS: None

11. FUTURE AGENDA ITEMS:

Consider General Lease 2595.9 Existing Outfall, discuss and form recommendations (Oct.).

Discuss any interim procedures (Oct-Dec.).

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 8:13 PM until October 21, 2020.

Respectfully submitted,

*Susan Witschi*

Susan Witschi  
September 18, 2020