

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, FEBRUARY 20, 2019

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Wais. Present were Commissioners Adams, Bartlebaugh and Manzione, along with General Manager McDonald, Assistant Dept. Manager Barnhill and Asst. Secretary Witschi. Commissioner Wolthuis was absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
- 4.a. PUBLIC HEARING – 574 ALHAMBRA: Mr. McDonald reported the property is still in violation of Ordinance No 07-1. He said the owner has not been in contact with staff. He said the next step would be to hire a contractor to investigate his lateral sewer and recover all costs for abatement. A motion to impose an additional fine of \$500 and schedule a fifth public hearing carried unanimously (mm/ha).
- 4.b. PUBLIC HEARING – 1316 WANDA: Mr. McDonald reported a permit was pulled on February 14 and sewer repair inspected. Staff is waiting for the final video inspection to confirm HDPE pipe connection. No further action was needed or taken.
5. CONSENT CALENDAR: The consent items were approved unanimously (ha/mm):
 - a. Approve Minutes of January 16, 2019.
 - b. Receive Status Report on outstanding issues.
6. REPORT OF CONSULTING ENGINEER: None
- 7.a. ENFORCEMENT ACTIONS: Mr. McDonald presented the Status Report on recent enforcement actions through February 12. He said The Nantucket has closed their doors February 17. Mr. McDonald reported he reminded the owner of The Nantucket, Jackie Carver, and State Lands to empty the grease interceptor. Commissioner Manzione asked if the grease trap is not emptied is State Lands required to empty it. Mr. McDonald replied yes, State Lands would have to coordinate and the Sanitary Department can assist by providing a contractor who can clean out the grease interceptor.
- 7.b. ANNUAL eSMR REPORT AND NPDES: Mr. McDonald presented the 2018 Annual (eSMR) Report, C&H Sugar Company's NPDES monitoring and sampling activities. Commissioner Manzione asked what the permit limit is on mercury. Mr. McDonald said he will have to look up information and get back to the Commission.

8.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission, along with the reconciliation. Mr. McDonald reported interest received of \$12K from Local Agency Investment Fund. He said there is a \$2.7M balance in the operating fund. The West County Wastewater District invoice has been much lower the last few months as less work has occurred at the pump station. Mr. McDonald reported a capital reserve transfer of \$32K occurred on February 6.

8.b. 7-MONTH BUDGET REPORT: Mr. McDonald presented the 7-month budget report. He said payroll cost recovery income and offsetting payroll recoverable expense accounts are no longer being used. The payroll liability between departments is now allocated when payroll checks are issued. The Motor Control Replacement Project has been postponed until the summer of 2020. The project will go out to bid this year and with the plan to have the parts ordered and hold in advance. Mr. McDonald reported he does not anticipate an increase in Sewer Use Charge (SUC). The actual SUC revenue will be better known once staff completes their water use study and commercial and mixed use property worksheets. Commissioner Manzione asked have we reached the goal for the rate stabilization in the timeframe that we were expecting. Mr. McDonald said the rate study from 2012 projected 10 years to build the reserve and it looks like we will reach it a few years early.

8.c. REHABILITATE LORING MANHOLE: Mr. McDonald reported there is a brick manhole on Loring that has potential to collapse. He said the estimate to refurbish is \$3,700. Commissioner Manzione asked if there are a couple of manholes that can be done together. Mr. McDonald said pending sewer repairs on other nearby manholes are scheduled in the upcoming years and therefore not prudent to rehab these manholes. Commissioner Wais asked is the \$3,700 just for Crockett Sanitary. Mr. McDonald said yes, Port Costa has its own manhole to refurbish and will authorize their work separately. Mobilization costs would be shared by both departments. A motion to approve entering into agreement with H&R Plumbing and Drain Cleaning, Inc. to rehabilitate Loring manhole N-00-16 carried unanimously (mm/sb).

9.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in January. He said the Board approved re-appointing Commissioners Adams and Manzione to the Crockett Sanitary Commission for two years.

9.b. ACTION PLAN: Mr. McDonald presented the Action Plan for 2019 and asked for feedback. He said the plan was developed by staff as a tool to guide staff on larger projects that should be addressed over the year. He said this will go before the Board for final approval. Commissioner Wais asked if the C&H Sewer Service Agreement would be negotiated through the Board or the Sanitary Department. Mr. McDonald said the Sanitary Department will be the primary negotiator but Board approval will be required. Commissioner Wais also asked how will we proceed for negotiations. Mr. McDonald said he will lead the development of the new agreement, along with help from the Consulting Engineer Vivian Housen and legal counsel. Commissioner Manzione asked for background on the C&H lawsuit. Mr. McDonald gave a brief history.

10.a. STAFF REPORT ON OPERATIONS: Mr. McDonald presented the Crockett Sanitary Department Managers report along with West County Wastewater District (WCWD) monthly report for January, and ASR – C&H Sugar Co. He said staff responded to five incidents, one was an emergency alarm at the pump station related to pump 5 run storm and process diversion event January 16. The remaining incidents were for report of water flowing below 545 Ceres, heavy root growth in the sewer noticed near 1122 Ceres, and engine running after power failure.

10.c. STAFF ANNOUNCEMENTS: None

11.a. WASTEWATER COMMITTEE REPORT: None

11.b. BUDGET & FINANCE COMMITTEE REPORT: None

12.c. AD HOC COMMITTEES REPORT: None

12.d. INTER-AGENCY MEETINGS: None

13. FUTURE AGENDA ITEMS:

- Consider recommended enforcement actions.
- Consider comprehensive rehabilitation program.
- Recommend award of contract(s)
- Recommend payment for sewer project(s).

14. COMMISSIONER COMMENTS: None

15. ADJOURNMENT: The meeting was adjourned at 7:49 PM until March 20, 2019.

Respectfully submitted,

Susan Witschi
February 21, 2019