PORT COSTA SANITARY COMMISSION (PCSAN)

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, JUNE 2, 2026.

1. CALL TO ORDER - ROLL CALL: Chair Surges called the meeting to order at 6:05 PM. Commissioners List and Scheer present. Commissioners Cusack, Klaiber, and Alt. Vance were absent. Staff present included GM Goodman and Sanitary Department Manager (SDM) Barnhill.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
4. CONSENT CALENDAR: Approve PCSAN Minutes of May 5, 2026. Approved. (List 1st, Scheer 2nd, 3/0, 3 absent)
   a. Approve PCSAN Minutes May 5, 2026.
   b. Receive Actions Taken by the Board (May 27).
   c. Receive the Self-Monitoring Report cover letter.
   d. Receive warrant transmittals (May).
   e. Receive Cash Account
   f. Receive LAIF Balance.
   g. Receive Resolution 25/26-10: Method of Collection for Port Costa SUC for FY 2026/2027
5. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:
   4g. RESOLUTION 25/26-10: METHOD OF COLLECTION FOR PORT COSTA SUC FOR FY 2026/2027: Commissioner Scheer asked if the Board wanted a use charge increase for FY 26/27, as the dates on the Resolution regarding public meetings were all 2025 dates. GM Goodman stated that the Board was NOT recommending a SUC increase for FY26/27. She stated that the included Resolution, similar to other public legal/documents, is often used as a template for subsequent years, and it is possible that this resolution was not updated with the current dates.
6. ADMINISTRATIVE:
   a. DISCUSS AND APPROVE PROGRAMMABLE LOGIC CONTROLLER (PLC) GRANT PROJECT: Staff has requested that this item be pulled again for a future agenda item as there is no update on the project from the last meeting.

7. GRANTS COMMITTEE

a. UPDATE ON COMMUNITY BENEFITS AGREEMENT GRANT APPLICATION: Commissioner Scheer reported that the Grants Ad Hoc Committee has been assigned 6/24/26 as the date they are to meet to discuss our two grant proposals with County officials. The meetings are open to the public, and each grant application was assigned a 15-minute time slot for the panel to ask further questions about the submitted applications. Our time slots are 4:45 and 5:15. Chair Surges and Commissioners List and Scheer are planning to attend. SDM Barnhill will attend if time permits.

8. BUDGET AND FINANCE

a. UPDATE ON DISTRICT FINANCIAL MATTERS: GM Goodman explained that the LAIF account code for Port Costa 3425, the $10,000 budgeted under code 2060 "Bank Charges," includes charges to Staff credit cards, and code 5300 "Dues and Subscriptions" also includes payments for permits. She further stated that the 2027/2028 budget will be broken down into object codes for clarity and record keeping. There will be a public meeting on July 22, 2026, at the Crockett Community Center regarding the 2026-2027 budget.

9. REPORT OF DEPARTMENT MANAGER:

a. OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENTS: The Self-Monitoring Report was discussed. There was an unreported power failure at the pump station on May 6. The manual-operated switch was closed, starting the generator, which ran for 19 hours. The water system pump 3 stopped working and did not turn on by generator power. The chemical pumps were still working. The root cause was vandalism. NSU did not timely report this incident to the Water Board; therefore, NSU was directed to submit a 5-day report and to follow up any future incidents with 5-day reports.

b. GOVERNMENTAL MATTERS: Supervisor Shanele Scales-Presto is having office hours this week in Crockett. The annual CCSD newsletter is completed, and Staff requested that copies be made available to Port Costa residents. The newsletter will be available for the next town-wide monthly coffee at the Port Costa Schoolhouse.

c. ANNOUNCEMENTS AND DISCUSSION: None.

10. REPORTS / COMMENTS FROM COMMISSIONERS: None.

11. FUTURE AGENDA ITEMS:

a. Replacement of a line segment on Prospect (P-01-06 and P-01-03).
b. Feasibility Study for Canyon Lake Drive sewer line replacement.
c. Income survey to determine if Port Costa qualifies as a disadvantaged community.
d. Discuss sludge removal from Septic Tank
e. Logic controller installation

12. ADJOURNMENT: The meeting was adjourned at 6:44 PM until July 7, 2026.

Respectfully submitted,
Anne Scheer, PCSAN Commissioner