

PORT COSTA SANITARY COMMISSION

Regular Business Meeting AGENDA FOR WEDNESDAY, OCTOBER 12, 2022

TIME: 7:00 PM
PLACE: Port Costa School, 1 Plaza Del Hambre, Port Costa

The Port Costa Sanitary Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. PUBLIC HEARING:
5. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Receive Self-Monitoring Report cover letter for August 2022.
6. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on other financial matters.
7. WASTEWATER:
8. REPORT OF DEPARTMENT MANAGER: (These items are typically for exchange of information only. No action will be taken at this time.)
 - a. Operations, maintenance and capital improvements.
 - b. Governmental matters.
 - c. Announcements and discussion.
9. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)
10. CONSENT CALENDAR: Consideration of a motion to approve the following item:
 - a. Approve Minutes of September 7, 2022.
11. FUTURE AGENDA ITEMS:

Approve meeting schedule for 2023 (November).
Appoint officers for 2023 (November).
Bull Valley Agricultural Center & Port Costa School – scope and costs.

12. COMMENTS FROM COMMISSIONERS:
13. ADJOURNMENT to November 2, 2022.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us
Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California, 94525.



September 28, 2022

William Burrell
Water Resource Control Engineer
San Francisco Bay Regional
Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

SUBJECT: Self-Monitoring Report Submittal for August 2022 for Crockett Community Services District (CCSD) WWTP Port Costa, CA

The Legally Responsible Official (LRO) for CCSD is James Barnhill, contact phone number (510) 787-2992. The Chief Plant Operator is Nicholas Gaunt with Valley Operators, a licensed California Wastewater Treatment Plant Contract Operator (40029), contact phone number (925) 698-4636.

The CCSD Port Costa WWTP contracts laboratory testing with Eurofins Environmental Laboratories, Inc., which is an ELAP, certified lab. All sampling and testing analysis records are maintained and available for inspection during normal business hours at the contract lab located at 5063 Commercial Circle Suite H, Concord, CA 94520-8577 (925) 689-9022.

The monthly report for August 2022 has been uploaded to the CIWQS website.

During the month of August, no exceedances occurred.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designated to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Prepared by:

Nicholas Gaunt,
Chief Plant Operator

Legally Responsible Official:

James Barnhill
Port Costa Manager

cc: Casey Wichert, Valley Operators

Valley Operators, LLC 1211 Como Drive Manteca, CA 95337

5.b.

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.:	9/28/22	LATEST FUND REPORT	7/13/22
OPERATING FUND 3425			
CASH CARRIED FORWARD:	\$168,529.02	ACCRUED DEBT:	
ACTIVITY:			
Warrants (1520 & 1543-1578):		PYs due CVSan Dep	\$24,233.49
PCSAN (2/37)	(\$5,039.00)	Loan#2 due CVSan	\$165,426.19
REC (35/37)	(\$18,067.98)	Loan#3 due CVSan	\$150,000.00
Cxl Chk#1532	\$194.40		
xfers from fund 3241	\$39,428.77		
CASH BALANCE:	\$185,045.21	ACCRUED DEBT:	\$339,659.68
ADV ON SUC BEG. BALANCE	\$28,374.00	DUE FROM REC DEPT	\$80,500.38
No Activity		(1486-1497 & 1499-1515 & 1518-1542 & 1544-1578)	\$18,067.98
Ending Balance	\$28,374.00	**taxes not included	
		TOTAL:	\$98,568.36
INVESTED BEG. BALANCE	\$40,412.87	PAID BY REC DEPT:	\$39,428.77
No Activity		**taxes & fees not included	
Ending Balance	\$40,412.87	Balance Owed	\$59,139.59
FUND BALANCE:	\$253,832.08	\\san\pc\bud&fin\wrksht	

VF

Commissioners: Tom Cusack, Karen Klaiber, Tom List, Anne Scheer, Joe Surges

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MINUTES OF REGULAR MEETING, SEPTEMBER 7, 2022

1. CALL TO ORDER: The meeting was called to order at 7:03 PM by Commissioner Cusack. Present were Commissioners List, Klaiber, and Scheer, along with Dept. Manager Barnhill and District Engineer Murdock. Commissioner Surges was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
- 5.a. DISTRICT BOARD ACTIONS: Mr. Murdock said the District Board authorized hybrid public meetings for Board meetings. The hybrid meeting will allow attendees to log in via Zoom to participate. He said it is the choice of the individual Commissions and Committees to enact hybrid meetings.
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported no exceedances in July and there were no sewer overflows from the public system in August. He said there was one private lateral spill at 131 Canyon Lake Drive, the owner of that property was able to clear the blockage and flow was restored. The house lateral connects to the public main line near the side entrance of the Port Costa School building.
6. FINANCIAL REPORT: Mr. Barnhill reported that financials were not provided with this agenda packet.
7. WASTEWATER: None
- 8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported the sewer that the Port Costa School is connected to appears to be a public main line. He reported that a contractor performed CCTV work to inspect the line. He said that sometime in the past, approximately 70 feet of the clay line had been replaced with what appears to be PVC pipe, he said he has no records of this work on file. He said the end of line is next to the recently installed concrete step area. He said there is one section of joints in the line that prevented the camera from passing and was holding water. He said the lack of slope could potentially cause backups, he said this would not be acceptable if the District were in charge of the installation. He added that the line is serviceable for cleaning and its issues are minor on his list of priorities. Mr. Barnhill reported that on September 6, 2022, Larry Walker Associates (LWA) provided a proposal to provide assistance with NPDES Discharge Permit reissuance. He said the estimate is \$23,500

Commissioners: Tom Cusack, Karren Klaiber, Tom List, Anne Scheer, Joe Surges

which is substantially less than the previous permit assistance expenditure. He recommends moving forward with LWA due to their direct knowledge and prior work with Port Costa Sanitary Department's operations and NPDES permit. He said that Port Costa has \$30,000 budgeted for NPDES reissuance. Mr. Barnhill said there are possibilities for other expenses during this process. There were no objections to moving forward with LWA.

8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

8.c. STAFF ANNOUNCEMENTS: Mr. Murdock said there was an article mentioning the potential source of bacteria growth in the San Francisco Bay is nutrient discharge from sanitary treatment plants. The article mentioned that Nitrogen may be regulated in NPDES Discharge permits starting in 2024. Mr. Barnhill added that it is good to be aware of potential future mandates or limitations which may require treatment plant upgrades.

9. REPORTS FROM COMMISSIONERS: None

10. CONSENT CALENDAR: The consent item was approved unanimously (as/tl):
a. Approve Minutes of August 10, 2022.

11. FUTURE AGENDA ITEMS: Bull Valley Agricultural Center & Port Costa School – scope and costs.

12. COMMISSIONER COMMENTS:

13. ADJOURNMENT: The meeting was adjourned at 7:38 PM until October 12, 2022.

Respectfully submitted,



James Barnhill
September 9, 2022