

CROCKETT COMMUNITY SERVICES DISTRICT

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MINUTES OF REGULAR MEETING, DECEMBER 21, 2022

1. OATH OF OFFICE AND CALL TO ORDER: New Board Directors, Jena Goodman and Nick Spinner, along with John Mackenzie, were sworn in by General Manager, Gaunt Murdock, to the Crockett Community Services District Board. The meeting was called to order at 7:00 PM by President Barassi. Present were Board Members Goodman, Mackenzie, Peterson and Spinner, along with General Manager Murdock, Recreation Department Manager Wilson and Administrative Services Manager Gunkelman. Also present were Sanitary Commissioners Cusack and Wais.
2. CLOSED SESSION: None
3. OPEN SESSION: None
4. AGENDA ORDER: There were no requests to hear agenda items out of order.
5. PUBLIC COMMENTS: None
6. PUBLIC DISCUSSION – PORT COSTA THE FIELD SEMESTER (TFS): Port Costa resident, Anthony Guarnieri, has some concerns about the sewer system in Port Costa. As the number of residents increases by 45-60, will the sewer system hold up. He said every year sewer use charges are increased and added to property taxes. He said the hotel will be used for office space for the TFS and he is not sure how many people will be there, which will increase the sewer system. There are serious concerns about the amount the TFS will pay towards the sewer system due to its increased usage. TFS proposal states the issue of Port Costa's sewage treatment system's capacity has been investigated, analyzed, and addressed, on the record, by the Crockett Sanitary District, which oversees this facility. TFS will pay for all services it uses, including but not limited to the hook-up fee, use fees, and loan balance payments—helping to pay down the balance on the sewer system loan more quickly. The Board said the County will eventually send paperwork to staff, so they can comment on the application of TFS.
7. PUBLIC HEARING: None
- 8.a. RECREATION DEPT. REPORT: Mr. Wilson reported that Luk and Associates completed the land survey of Alexander Park as part of the Prop. 68 grant.
- 8.b. MAINTENANCE DEPARTMENT: Mr. Murdock reported that the tree in the parking lot at the District office is dying. He is waiting for a permit to remove it.
- 8.c. PORT COSTA SANITARY DEPT.: Mr. Murdock reported that there was one Sanitary Sewer Overflow (SSO) on the south side of Prospect. A resident contacted West County Wastewater District (WCWD), but they are unable to get their truck up the hill. Robin Paulsell was contacted and cleaned it up.
- 8.d. CROCKETT SANITARY DEPT.: Mr. Murdock reported the Grit Pump had arrived and is being installed. The No. 3 Effluent pump is down. There was an air compressor problem and he called WCWD. There was an SSO at the top of Second Street past Rose, due to a 4" root ball and Robin

Paulsell cleaned it out. After a toilet exploded with sewage, Restoration Management cleaned and sanitized the area. Mr. Murdock reported that staff had a lot of problems with Automatic Data Processing (ADP) and is no longer working with them. He said there are issues with Calpers, but they are working on fixing the problems. He received a call from Optimum Investments and they can offer the same investments as the Local Agency Investment Fund (LAIF). It was directed to be brought to the Budget & Finance Committee by the Board.

8.e. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Gunkelman reported that State Lands plans to be done cleaning up at The Nantucket by the end of January 2023.

8.f. STAFF ANNOUNCEMENTS: None

9.a. PERSONNEL COMMITTEE REPORT: None

9.b. BUDGET & FINANCE COMMITTEE REPORT: None

9.c. POLICE LIAISON COMMITTEE REPORT: None

9.d. MEMORIAL HALL COMMITTEE REPORT: None

9.e. AD HOC COMMITTEE REPORT: None

9.f. INTER-AGENCY MEETINGS: None

10. CONSENT CALENDAR: The consent items were approved unanimously (kp/ns):

- a. Approve Minutes of November 16, 2022.
- b. Approve payment of District bills (warrants Rec. 9886, 9889-9920; PCSan, 1650-1657; CVSan 6804-6813; 6854-6858; Maintenance 543-548).
- c. Receive Minutes of Commissions and Committees.
- d. Receive annual report on compliance with identity theft regulations (FACTA).
- e. Consider Resolution 22/23-14 authorizing teleconferencing and hybrid meetings for the period of January 1, 2023 through January 30, 2023 in conformity with AB 361.

11.a. CONSENT CALENDAR: None

11.b. ACCEPT RESIGNATION OF CHARLES DAVIS: A motion to accept resignation of Charles Davis from the Crockett Sanitary Commission carried by consensus.

11.c. MCC PROJECT: The Board discussed the MCC bid documents that had been emailed to them by Mr. Murdock. Director Peterson mentioned his list of errors he found while going through the bid documents.

11.d. ELECTION OF OFFICERS: A motion to re-appoint Director Barassi for President carried with 3 Ayes, 1 Nay and 1 abstention. A motion to appoint Director Goodman for Vice-President carried unanimously (jm/kp).

11.e. PAYROLL SCHEDULE: A motion to approve payroll schedule for 2023, as amended, carried by consensus.

11.f. SALARY SCHEDULE: A motion to raise wage of Maintenance Attendant for the Recreation Department to \$15.65, effective January 1, 2023, carried unanimously (lb/jm).

12.a. FINANCIAL REPORT: The monthly statements of District finances and reports on investments were examined by the Board. Mr. Gunkelman reported the current LAIF interest rate is 1.35%. The current

investment balance is \$4,347,265. Crockett Sanitary Department has received payment on the Port Costa loan.

13. REPORTS FROM BOARD MEMBERS: Director Peterson wanted incoming Directors to be aware that state law mandates the archiving of all District business, including emails and text messages. To address the renewal of the C&H lease, Director Barassi wants to form an Ad Hoc Committee with members Barassi and Goodman.

14. FUTURE AGENDA ITEMS:

15. BOARD COMMENTS: Director Mackenzie welcomed the new Directors.

16. ADJOURNMENT: The meeting was adjourned at 10:38 PM until January 25, 2023.

Respectfully submitted,

Susan Witschi

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January 23, 2023