

# PORT COSTA SANITARY COMMISSION

Regular Business Meeting  
AGENDA FOR WEDNESDAY, MARCH 8, 2023

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

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*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 January 2023.
  - c. Receive 2022 Annual Pollution Prevention Report (Pollutant Minimization Program) submitted to CIWQS February 22, 2023.
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 amended Minutes of January 11, 2023.
  - b. Approve Minutes of February 8, 2023

11. FUTURE AGENDA ITEMS:  
Bull Valley Agricultural Center & Port Costa School – scope and costs.  
Acquire backup effluent pump with capacity to maintain flow to filter beds.
12. COMMENTS FROM COMMISSIONERS:
13. ADJOURNMENT to April 12, 2023.

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us](http://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.*

February 27, 2023

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 January 2023 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 January 2023 has been uploaded to the CIWQS website.

During the month of January, no exceedances occurred.

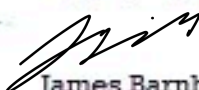
Below are the results of the BOD and upstream BOD sampling:  
INF 001 = 343 mg/l  
Upstream sample point = ND

*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

# eSMR PDF Report

## Summary: Annual SMR ( TECHRPT ) (Pollutant Minimization Program) report for 2022

Summary: Annual SMR ( TECHRPT ) (Pollutant Minimization Program) report for 2022 submitted by James Barnhill (Dept. Manager) on 02/22/2023.

**Facility Name:** Port Costa WWTP

**Order Number:** R2-2018-0053

**Waterboard Office:** Region 2 - San Francisco Bay

**Case Worker:** William Burrell

**Report Effective Dates:** 01/01/2022 - 12/31/2022

### No Discharge Periods

Name	Description	Dates	Comments
Port Costa WWTP Discharge Point 001	Treated, dechlorinated wastewater is discharged from Discharge Point 001 through a submerged outfall and diffuser to the Carquinez Strait, a water of the United States. The diffuser is located approximately 60 feet offshore, at a depth of about 17.5 feet below mean lower low water.		

### Self-Determined Violations

No Violations Entered

### Attachments

File Name	File Description	Date Uploaded	File Size
2022 Annual cleaning report - Port Costa.pdf	Summary of collection system cleaning	02/22/2023	98395 bytes
Crockett newsletter 2022.pdf	Community outreach	02/22/2023	568059 bytes
PPPAnnual-2022.PortCosta.pdf	PMP Annual Report - 2022	02/22/2023	234500 bytes

### Cover Letter

Title
application/pdf

### Data Summary

#### Analytical Results

No Analytical Data Measurements Available / Reported

#### Calculated Values

No Calculated Data Measurements Available / Reported

#### Lab Batches

No Lab Batch Data Available / Reported

#### Questionnaire

No Questionnaire Available

5.c.

## **Certificate**

**I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed 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.**

**I certify that I am James Barnhill and am authorized to submit this report on behalf of Port Costa WWTP. I understand that I am submitting the following report(s):**

**- Annual SMR ( TECHRPT ) (Pollutant Minimization Program) report for 2022 (due 02/28/2023)**

**I understand that data submitted in this report(s) can be used by authorized agencies for water quality management related analyses and enforcement actions, if required.**

**I am also aware that my user ID, password, and answer to a challenge question constitute my electronic signature and any information I indicate I am electronically certifying contains my signature. I understand that my electronic signature is the legal equivalent of my handwritten signature. I certify that I have not violated any term in my Electronic Signature Agreement and that I am otherwise without any reason to believe that the confidentiality of my password and challenge question answers have been compromised now or at any time prior to this submission. I understand that this attestation of fact pertains to the implementation, oversight, and enforcement of a federal environmental program and must be true to the best of my knowledge.**

**Name:** James Barnhill

**Title:** Dept. Manager

# PORT COSTA SANITARY DEPARTMENT

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of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525  
Telephone (510) 787-2992  
e-mail: [engineer@town.crockett.ca.us](mailto:engineer@town.crockett.ca.us)  
website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

February 22, 2023

Executive Officer  
Attn: William Burrell  
California Regional Water Quality Control Board  
San Francisco Bay Region  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

RE: 2022 Pollution Prevention Plan Annual Report  
Port Costa Sanitary Department of the Crockett Community Services District

Dear Mr. Burrell:

Attached is the Port Costa Sanitary Department's Pollution Prevention Plan report, a part of the Pollutant Minimization Program (PMP). This cover letter, report, collection system cleaning summary, and 2022 annual newsletter have been submitted to CIWQS. The documents were prepared in accordance with the requirements presented in our NPDES permit CA0037885, Board Order R2-2018-0053, effective February 1, 2019.

Household Hazardous Waste (HHW) collection was suspended due to Covid-19 Pandemic and remains suspended to reduce health exposure risks. HHW was not submitted to the District for disposal in 2022. Residents were encouraged in the annual newsletter to dispose of HHW at West County HHW Collection Facility in Richmond.

If you have questions about the attached document or need any additional information I can be reached at (510) 787-2992 or via email at [jbarnhill@town.crockett.ca.us](mailto:jbarnhill@town.crockett.ca.us) cc [engineer@town.crockett.ca.us](mailto:engineer@town.crockett.ca.us)

Sincerely,



James Barnhill  
Department Manager  
Crockett Community Services District

CROCKETT COMMUNITY SERVICES DISTRICT  
POLLUTION PREVENTION PLAN ANNUAL REPORT  
2022

Port Costa Sanitary Department

I. INTRODUCTION

Crockett Community Services District (District) is the owner of the Port Costa municipal wastewater Collection System and the Port Costa Wastewater Treatment Plant (WWTP). The WWTP is a Publicly-Owned Treatment Works (POTW) located at the end of Canyon Lake Drive in Port Costa. The WWTP provides secondary treatment of wastewater from domestic and to a lesser extent commercial sources within the Port Costa community. There are no industrial dischargers in the service area. The service area population consists of 190 residents based on 2020 census data. In 2022 the Port Costa WWTP had an average daily dry weather flow of 0.018 mgd.

Port Costa Sanitary Department utilizes contractors to maintain over one mile of pipe in a gravity collection system. A contract operator maintains and operates the WWTP facilities, which consist of a primary treatment septic tank and the secondary treatment WWTP, with outfall.

Municipal wastewater is conveyed from properties private laterals, through the collection system to receive primary treatment in the septic tank. The primary treated wastewater flows by gravity from the septic tank to the WWTP for secondary treatment. The primary treated wastewater enters the WWTP wet well and is then pumped to sand filter beds. The water from the sand filter beds (filtrate) returns into a filter return box where the volume is split. Some of the filtrate re-enters the wet well to be re-cycled through the sand filter beds. The remainder volume flows from the filter return box, over a metering weir, to a disinfection tank where it is chlorinated, de-chlorinated, and discharged through sampling point EFF-001 to an outfall submerged in the Carquinez Strait as fully treated effluent.

The Port Costa Sanitary Department is one of 43 wastewater agencies in the Bay Area Pollution Prevention Group (BAPPG) that work together to coordinate pollution prevention activities. BAPPG submitted its 2022 Annual Report on regional activities on January 20, 2023.

Order R2-2018-0053, NPDES Permit No. CA 0037885 became effective February 1, 2019. This order will expire January 31, 2024. Application for reissuance of the NPDES permit is due by May 1, 2023. Port Costa Sanitary Department is working with Larry Walker Associates who provide expertise and oversight throughout the upcoming discharge permit reissuance process. Larry Walker Associates provided invaluable service to Port Costa during the previous Permit reissuance process. The standing order, R2-2018-0053, requires that "The Discharger shall continue to improve its existing Pollutant Minimization Program to promote minimization of pollutant loadings to the Facility and therefore to the receiving waters." Waste discharge requirements for mercury and PCBs limits required by Order R2-2017-0041 are included in the annual report.

The purpose of the Pollutant Minimization Program (PMP) is to focus on “waste minimization and pollution prevention actions that include, but are not limited to, product substitution, waste stream recycling, alternative waste management methods, and education of the public and businesses. The goal of the Pollutant Minimization Program is to reduce all potential sources of a priority pollutant through pollutant minimization (control) strategies, including pollution prevention measures as appropriate, to maintain the effluent concentration at or below the water quality-based effluent limitation. Pollution prevention measures may be particularly appropriate for persistent bioaccumulative priority pollutants where there is evidence that beneficial uses are being impacted. Cost effectiveness may be considered when establishing the requirements of a Pollutant Minimization Program. The completion and implementation of a Pollution Prevention Plan, if required pursuant to Water Code section 13263.3(d), is considered to fulfill the Pollutant Minimization Program requirements.”

This annual Pollution Prevention Plan report covers efforts of the Port Costa Sanitary Department to minimize the intrusion of certain waste materials into the Port Costa sewer system for the protection of our environment. Pollution prevention activities are intended to target specific pollutants of concern.

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## II. PORT COSTA WASTEWATER TREATMENT PLANT (WWTP) AND SERVICE AREA

The District acquired the Port Costa WWTP and collection system in May 2008. There are 86 connections to the collection system. The connections are residential except for two restaurants, one hotel, one church, and one non-profit public meeting place. The septic tank and WWTP are operated by contract operator, Valley Operators LLC, 1211 Como Drive, Manteca, CA 95337. The WWTP facilities provide primary and secondary treatment of wastewater collected from domestic and commercial sources in Port Costa.

There are no lift stations in the Port Costa collection system. Wastewater is conveyed, by gravity, through the collection system to a manhole designated as sample point INF-001. The wastewater flows through INF-001 to a subterranean 61,000-gallon capacity septic tank. The septic tank provides primary treatment to the wastewater. The primary treatment (clarification and anaerobic) processes in the septic tank are necessary to continue treatment downstream at the WWTP secondary treatment plant. Three sets of baffles, that were fully replaced in January 2020, provide reduction in velocity and the capture of floating debris, Fats, Oils and Grease (FOG), and settleable solids. Reduction in performance of septic tank primary treatment will reduce the serviceable lifespan of assets downstream at the WWTP and impact the effectiveness of secondary treatment. Loading in the sand filter beds will shorten their serviceable life. Reducing the effectiveness of any part of the treatment process will lead to reduced effluent quality which could lead to potential exceedance of Effluent Limitations.

The primary treated (clarified) wastewater gravitates from the septic tank through a 797 linear foot gravity pipeline to the WWTP wet well. The partially treated wastewater is pumped from the wet well to a dosing structure which distributes the water to sand filter beds. The water that exits from the sand filters is called filtrate. The filtrate gravitates from the sand filter beds to a filter return box. The filter return box is adjacent to the wet well and the chlorination chamber. The filter return box splits a portion of the filtrate back into the wet well where the filtrate comingles with primary influent from the septic tank to be re-pumped to the sand filter beds. The remainder filtrate, that is not split back to the wet well, flows over the metering weir into a chlorination chamber. The



chlorinated water continues through a disinfection tank (commonly known as a contact basin) where it is detained to allow chlorination to take effect. Following detention in the contact basin, the water rises through a de-chlorination chamber which is designated sample point EFF-001.

The fully treated and dechlorinated effluent is discharged through a 10-inch diameter submerged outfall which terminates approximately 60 feet offshore in the Carquinez Strait at a depth of 17.5 feet below mean low tide.

### III. POLLUTANTS OF CONCERN

The proximity of the active railroad raises concern of airborne contaminants settling within the WWTP property, specifically on the sand filter beds.

#### A. Pollution prevention efforts focused on the following Priority "A" Pollutants of Concern:

COPPER - Copper was tentatively identified as a possible cause of episodic chronic toxicity to *Echinoderm* and copper may impact ash quality in terms of the California hazardous (Regional Water Quality Control Board) waste criteria, waste extraction test. The most notable source of copper identified by various agency authorities, such as Cal-EPA, is copper sulfate root killer and other herbicides. For this reason, California enacted a sales ban on copper sulfate root killer in 1996. The District forbids any use of chemicals by its contractors for root abatement. The greatest threat of an exceedance would be from runoff, or ground water entering the collection system. The RWQCB has placed copper on the 303(d) List of Impaired Waters of the Clean Water Act, which may mean more stringent discharge limits in the future. Table 4 Effluent Limitations: Average Monthly is 55 µg/L, Maximum Daily is 120 µg/L. In 2022 Copper was detected at Effluent Location 001 (EFF-001). 14.2 and 15.1 µg/L. Annual average is 14.7 µg/L.

CYANIDE - Cyanide is a carbon-nitrogen chemical. Discharges of cyanide generally originate from metal finishing industries, iron and sheet mills, organic chemical industries, and cyanide waste in landfills. None of the aforementioned industries are known to exist within Port Costa. According to published data, cyanide is a potential byproduct of the disinfection process through chlorine used at the plant. Its presence has been associated with interference from salt. Other potential sources of cyanide are car emissions and pesticides. Although the District does not have the ability to monitor every connection, there is a public campaign to control pollutant discharge. Table 4 Effluent Limitations: Average Monthly is 21 µg/L, Maximum Daily is 42 µg/L. In 2022 Cyanide µg/L was detected at Influent Location 001 (INF-001). <2.5 and <2.5 µg/L. Annual average is <2.5 µg/L.

MERCURY – Commonly identified sources of mercury include hospitals, veterinary clinics, schools of higher learning, biological and pharmaceutical laboratories, none of which are located within the District. All other sources of mercury apply to solid waste and include fluorescent tubes, thermometers, thermostats, and other miscellaneous items. The district focuses on the residential population through a public awareness campaign and an exchange program for mercury thermometers. The discharge standard is low, which

creates the possibility of exceeding the Average Monthly effluent limit of 0.066 µg/l and an Average Weekly limitation of 0.072 µg/l. The sensitivity of the effluent limitations creates the possibility of false readings due to background contamination. The RWQCB has placed mercury on the 303(d) list, which may mean more stringent limits in the future. In April 2022 the Mercury result was 0.0162 µg/l.

LEAD - Lead may exist in the Port Costa environment in significant quantities, potentially both in the soil and the air around the old port where the WWTP is located. It is possible for lead contaminated dust to settle in the WWTP sand filter beds.

- B. The following Priority "B" Pollutants of Concern have also been targeted for prevention activities:

SETTLEABLE SOLIDS - Inorganic matter (grit) carried through the sewer system can damage assets at the WWTP. Such material may reduce the reliability and impair the performance of retention time, pumps, motors. Impaired performance creates the possibility of exceeding limitations for water or air quality. The septic tank is designed to capture settleable solids. These solids are removed by vacuum truck. Settleable solids were completely removed in January 2020 by Clean Harbors Environmental Services. The settleable solids were accepted for disposal at Potrero Hills Landfill.

FATS, OILS AND GREASE (FOG) - A significant quantity of household and restaurant FOG can be carried through municipal sewer systems. Sanitary sewer overflows (SSO) can result from FOG blockages. Cleaning and disposal costs increase with the introduction of FOG to the system. The scum layer, which comprises FOG and other floating debris, is captured primarily in the first chamber of the septic tank. The goal is to minimize carryover contamination of the septic tank chambers to prevent carryover to secondary treatment at the WWTP. The scum layer is regularly measured by the contract operators. The scum layer is periodically removed using vacuum truck. The district follows recommendation of the contract operators to determine the most efficient timing to remove the scum layer. The scum layer was pumped twice in 2022 by West County Wastewater District (WCWD). This septage was accepted by WCWD for disposal.

#### IV. SLUDGE and BIOSOLIDS MANAGEMENT PRACTICES

The sludge levels settled at the bottom of the septic tank are regularly profiled by the contract operators. A licensed private Class A hazardous waste transporter removes the sludge and biosolids directly from the septic tank when needed. The transport contractor handles and conveys the waste for disposal. In January of 2020 the sludge was removed by Clean Harbors Environmental Services. The dewatered sludge waste was accepted at Potrero Hills Landfill for disposal.

V. REHABILITATION ELEMENT

An inventory is entered into the District's Sanitary Sewer Management Program (SSMP). The entire system (7,108 linear feet) was smoke tested in 2020, the testing garnered some valuable information, but the findings need to be visually inspected. CCTV inspection is the next step to identify defects which could be capable of causing backups and SSO's. CCTV inspection should also help to identify defects capable of allowing I&I to enter the system. CCTV will allow the department to plan and budget for rehabilitation. The numerous benefits of the system rehabilitation program include:

- Enhanced system reliability
- Reduction and elimination of sewer overflows
- Reduction of grit entering the system, including possible pollutants
- Reduction of I&I to the system, including possible pollutants
- Enhanced performance of the WWTP through reduction in hydraulic loading
- Enhanced performance of the WWTP through a reduction in chemical use

Activities during the year included:

- A. TELEVISED INSPECTION PROGRAM - The Port Costa Collection System contains 7,108 linear feet of gravity sewers. In December 2019 the commission received a proposal for general CCTV inspection. Full system CCTV is the next step to identify and rehabilitate found defects. Rehabilitation will be ongoing as defects are found. 334 linear feet of CCTV was performed in 2022.
- B. FLOW METERING & DATA ANALYSIS - Effluent flow is constantly metered. The meter is located at the splitter box metering weir at the WWTP. The meter registers flow when the splitter box water level flows over the 90° metering weir into the chlorination chamber. The flow data is analyzed to establish baseline flows and to quantify the impacts of inflow/infiltration.
- C. CONSTRUCTION PROJECTS - 535 linear feet of main sewer lines have been replaced within the last nine years. There were no replacement projects in 2022.
- D. LATERAL INSPECTIONS - District Ordinance 07-1 requires inspection of building sewers at the time of property sale. Any repair or replacement must be permitted and receive a Certificate of Compliance. Permits and Certificates of Compliance are issued by the District.

VI. PREVENTIVE MAINTENANCE ELEMENT

The Department places a strong emphasis on preventive maintenance. This program places sewer segments on a routine cleaning schedule most appropriate for each line. The benefits of preventive maintenance include:

- Early detection of defects to prevent SSO's and I&I
- Enhanced system reliability
- Reduction and elimination of sewer overflows
- Removal of grit and debris from the system, including possible pollutants
- Enhanced performance of the WWTP through improved primary treatment
- Maximum cost-effectiveness of environmental protection measures

Activities during the year included:

- A. SEWER MAINTENANCE PROGRAM - Port Costa sewer segments are regularly maintained. Sewer segments are scheduled by ICOM, the Computerized Maintenance Management System (CMMS), for routine maintenance. Work orders are developed and promptly issued to a contractor monthly. 6,742 linear feet of sewer were cleaned by hydro jetting in 2022.
- B. PLANT MAINTENANCE PROGRAM - Treatment facilities receive weekly maintenance. Repairs and capital improvements are made as needed for system enhancement and reliability. In 2020 the septic tank was fully rehabilitated, inspected for structural faults, and the baffles were replaced. Effluent quality has improved following this maintenance. Observation and measurement of floating debris and FOG (scum layer) is a regular activity. The scum layer is regularly removed by vacuum truck. This prevents damage to downstream assets. The emergency generator Automatic Transfer Switch (ATS) was replaced in July 2022. The emergency generator is regularly exercised. The generator is serviced annually, prior to seasonal wet weather.
- C. SANITARY SEWER MANAGEMENT PROGRAM (SSMP) - The District installed the SSMP in 2008. The goal of the system is to improve the decision-making processes of system management, achieve maximum reliability and cost effectiveness. The SSMP was updated in August 2016 and reviewed in August 2022.

VII. COMMUNITY OUTREACH ELEMENT

The District has a community outreach program in the service area to advise the public of ways they can help us in reducing pollutants discharged to the Carquinez Strait. This is primarily accomplished with the inclusion of the annual newsletter. The District provided public assistance by collecting household hazardous wastes of various kinds for safe disposal. The collection component was put on indefinite hold due to ongoing Covid-19 health exposure risks. Word of mouth and simple community postings are very effective means of public outreach since Port Costa is a small community.

- A. WEBSITE - [www.town.crockett.ca.us](http://www.town.crockett.ca.us)  
The District uses its website to share information with the public. The presence of this website has been posted in the annual newsletter.
- B. NEWSLETTER - The District published and mailed the annual newsletter in May 2022 along with Proposition 218 Notice of Sewer Use Charge (SUC) increase. The annual SUC rate increased from \$2,245 to \$2,345 in 2022.
- C. THERMOMETER EXCHANGE - The District's mercury thermometer exchange program, available to Port Costa residents was not offered following the outset of the Covid-19 Pandemic. This program continues to remain on hold to limit health exposure.
- D. HOUSEHOLD HAZARDOUS WASTE - A hazardous waste program was developed for the District in 2012 to dispose of batteries, mercury devices, and electronic waste. The program was put on hold due to the Covid-19 Pandemic. This program continues to remain on hold. Household Waste was not received or disposed of by the District in 2022. The District website directs residents to dispose of Household Hazardous waste at the West County HHW facility in Richmond.  
[www.town.crockett.ca.us/pollution-prevention-program](http://www.town.crockett.ca.us/pollution-prevention-program).

VIII. RESEARCH ELEMENT

In December 2016 the Port Costa Sanitary Department received a completed Effluent Treatment and Disposal Alternative study which was developed by Larry Walker Associates (LWA). The study contained five alternatives to be considered by the District. In January 2017, the Port Costa Sanitary Commission directed staff to focus on Alternative #1, which is to Maintain Existing WWTP. The Port Costa Sanitary Department plans to estimate refurbishment costs to maintain the WWTP to continue the current operation. District staff discuss potential alternatives, the options proposed by LWA remain open for consideration if Alternative #1 fails to remain viable.

IX. NETWORKING ELEMENT

We look for opportunities to attend Bay Area Pollution Prevention Group and other events such as Annual Sewer and Stormwater Summit. Staff has reduced or eliminated outside contact to limit health exposure.

X. PLANNING AND REPORTING ELEMENT

A. PLANNING – System wide CCTV will be discussed for 2023.

B. REPORTING - No activities this year other than Discharge Permit reissuance.

XI. COMMITMENT OF RESOURCES

The District targets actions which minimize expenditure to the rate-payers in the public interest. Financing options that have low probability of reducing pollutants from our wastewater discharged to the Carquinez Strait could detract from the focus of the limited District staff. The Department employs a manager and utilizes contractors for maintenance and operation of the facilities. The District plans to continue its focus on infrastructure maintenance, upgrades, and targeted I&I reduction. The core of the focus is to prevent SSO's and make timely repairs when defects are found.

XII. EVALUATION OF EFFECTIVENESS

The limited size of the Department's service area and the lack of commercial customers suggest that source control efforts will make little measurable impact on pollutants entering the sewer system.

There is no significant development in Port Costa. Under the circumstances, it will be difficult to quantify the effectiveness of our PMP. Annual variations in rainfall may mask any successes in I&I correction or sludge reduction.

We are unable to measure the effectiveness of our website. We have no evidence that the website generated inquiries regarding pollution prevention. We cannot determine whether the website has generated additional drop-offs of household hazardous waste at the West County HHW facility in Richmond or elsewhere.

Establishing criteria to evaluate the effectiveness of our PMP in our service area might not be a useful exercise. Similarly, attempting to evaluate the PPP's effectiveness by such criteria could have no actual value. It seems unlikely that any actions the District

might undertake would yield a quantifiable decrease in pollutants found in the effluent from our WWTP.

The quantifiable evidence of our effectiveness is in the lower levels of measured influent. Work to identify I&I sources will be ongoing.

### XIII. CONTINUATION OF THE PMP WITH PROPOSED CHANGES

The Port Costa Sanitary Department will continue work to fulfill requirements of the PPP. Elements such as, the Rehabilitation Element, the Preventive Maintenance Element, and the Public Outreach Element:

1. Public outreach to residential customers regarding the proper disposal of Household Hazardous Waste will continue to be posted on the District's website and in the annual newsletter.
2. Enforcement of the lateral inspection ordinance 07-1 will continue.
3. Correction of potential defects found in future CCTV.
4. Preventive maintenance of the collection system will continue by utilizing input from maintenance contractors while using the data driven CMMS following SSMP guidelines.
5. Outreach to employees and contract operators will continue through email, phone conversations, and face to face meetings. Staff plans to continue regular discussion with Valley Operators regarding condition and opportunities for improvement of the WWTP and septic tank. Discussion with collection system maintenance contractors will continue in order to identify and address areas of concern.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed 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." (40 CFR 122.22(d).)



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James Barnhill  
Department Manager  
Crockett Community Services District  
February 22, 2023

# Monthly Maintenance Summary

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Port Costa Sanitary Department

Summary of Activity for - 2022

Yearly Total 2022

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## Daily Operations

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Working Days:	260
Hydro-Flushing Days of Operation:	15
Rodding Days of Operation:	0

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## Cleaning Summary

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Length of Pipe Rodded:	0
Length of Hydro-Flush Cleaning:	6,742
Other Cleaning (Length):	0
Total Length of Cleaning:	6,742



**Newsletter of the Crockett Community Services District**

P.O. Box 578 / 850 Pomona Street, Crockett, CA 94525 Phone (510) 787-2992

**DISTRICT BOARD**

**MAY 2022**

The 2022 Board of Directors of the Crockett Community Services District are:

**Luigi Barassi, President**

**Scott Bartlebaugh, Vice-President**

**John Mackenzie**

**Kent Peterson**

**Michael Kirker**

Your governing officials receive no compensation for their service. Our District Board holds its regular meetings on the fourth Wednesday of each month. The meetings are held at the Crockett Community Center at 7 PM.

Commissioners and Committee appointees are dedicated volunteers who receive no compensation. They have been appointed to assist the District Board by recommending operational policy and overseeing staff activities. The Commissions provide an opportunity for residents to interact with our local government on issues that concern the public.

Please visit our website at [www.town.crockett.ca.us](http://www.town.crockett.ca.us) for a calendar of meeting dates and more information about our District.

**BOARD ELECTIONS**

The District will have 3 Board seats up for election this November. For those interested in running for a seat, the Contra Costa Elections Division will be your point of contact for those who have ever considered running for elected office. The filing period is July 18 through August 12 and paperwork will be available at the Contra Costa Elections Division in Martinez. The Candidates must be a U.S. Citizen, be a registered voter of the District at the time the Declaration of Candidacy is issued, and not have been convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes. The term of office is 4 years. You may call us at (510) 787- 2992 for more information on running for election. Board members of the District are not paid.

**MANAGER'S MESSAGE**

The Crockett Community Services District (CCSD) was formed in 2006, taking over the management of Alexander Park, Pool and Community Center, and to manage the sewage system. The Crockett Valona Sanitary District was absorbed into the CCSD, and in following years the Port Costa Sanitary District also joined into the CCSD. The CCSD has since taken responsibility for the stately Memorial Hall, and its surrounding park. Most recently the CCSD has purchased the Hosselkus Chapel mortuary at 1 Rolph Park Drive. This property is being renovated and will become a public building housing the Sanitary Department office, to serve as an addition to the community center in ways still being worked out and as a town hall/public space. We hope to soon meet the requirements to open this historic and unique building to the public.

The CCSD is a local organization, hiring largely local residents. We have seven permanent employees, and hire fifteen to twenty lifeguards in the summer, nearly all from Crockett, Port Costa or with ties to John Swett High School and the Crockett Swim Team. Community Services Districts in California are a limited government approach to with a narrow scope of work. Unlike a municipal government we don't apply a tax and then spend it on a wide range of services, rather we charge specific fees for specific tasks, subject to the consent of voters.

This brings up another subject, and another possible addition to the District's mission: ....CONTINUED ON BACK PAGE



## NO WIPES DOWN THE PIPES

It is crucial to remember that disposable wipes, even those marked "flushable", should **NEVER** go down the drain. Flushing wipes, or anything other than toilet paper, including paper towels and other paper products, could cause blockages to CCSD's collection systems and treatment plant. Flushing wipes may also damage home plumbing systems creating significant costs to property owners.



Damage caused by wipes costs money for the district, and drives up the cost of service in our district. Keep your family and neighbors safe by putting used wipes in the trash and not down the toilet!

### TOILETS ARE NOT TRASH CANS

Please don't use your toilet as a trash can. While convenient, you should also never flush:

- Feminine hygiene products
- Condoms
- Dental floss
- Tissues
- Or paper towels.

These and many other items can clog your pipes, causing overflows, damage wastewater treatment plant equipment, and contribute to water pollution.

***Flush only human waste and toilet paper. Put everything else in a real trash can.***

## DON'T FLUSH DRUGS, CHEMICALS, OR PAINT

Wastewater treatment facilities are not equipped to remove all traces of pharmaceutical chemicals or metals. Do not pour unwanted chemicals such as ammonia or unused paint down the drain. Whatever ends up in your toilet can potentially impact the water environment, so it's important to keep household wastes such as window cleaners, paint thinners, and any products with copper or mercury out of toilets and drains and dispose of them properly. Washing of latex paint brushes etc. is acceptable but oil based paint brushes should be cleaned with cleaning solution and disposed of properly.



Don't flush your drugs! Flushing unwanted medications down a toilet, or pouring them down the drain, is a bad idea. If you flush your drugs, a portion of those contaminants will reach local waters. Scientific studies show the chemicals in many drugs can harm aquatic life. Proper disposal of unwanted medications helps protect your family, your community and the environment.

## WE GRAPPLE WITH GLOBS OF GREASE

Please dispose of grease with garbage, not down your drain. When people pour grease down a sink, it cools, solidifies, and sticks to the inside of the pipe. If that happens within your drain, you'll need a plumber. Things get worse when grease from thousands of sinks builds up inside sewers. Those gross globs of grease can grow until they completely clog pipes! Our crews work tirelessly to find and destroy them before they cause overflows.



## NO GREASE



**ELECTRONIC AND UNIVERSAL WASTE DROP OFF**

The West County HHW Collection Facility has a Hazardous Waste drop-off center at 101 Pittsburg Avenue in Richmond which will accept e-Waste and dispose of common household hazardous waste that might otherwise harm the environment. Residential drop-off is available Wednesday through Saturday from 9am - 4pm (closed Noon -12:30 pm). Call 1- 888-412-9277 for more information. You can also get helpful information from their website at [www.recyclemore.com](http://www.recyclemore.com).

West County HHW Collection Facility can accept old household batteries, compact fluorescent light bulbs (which contain mercury), barometers, thermostats, and neon lighting which are known to contain universal waste such as mercury, lead, and cadmium that are hazardous to human health and the environment. These items cannot be discarded in household trash nor disposed of in landfills.

Due to changing regulations, it is not feasible or affordable for the District to collect e-waste(electronics) **but the CIA is operating a one day e-waste drop off on Saturday June 4<sup>th</sup> at the 1 Rolph Park Drive facility.**

*So, if that old TV didn't sell at the town wide garage sale bring it down on June 4<sup>th</sup> !!!*

**MERCURY THERMOMETERS**

Mercury is highly toxic. If you drop and break an old-fashioned mercury thermometer in the sink its mercury could go down the drain, get into wastewater that flows through the sewers, through the treatment plant and ultimately pollute the Carquinez Straight. The treatment process does not remove mercury from the wastewater. NEVER put mercury down your drain!

You can drop mercury containing items off at the HHW site:

**Drop-Off at the West Contra Costa HHW Collection Facility**

**NO APPOINTMENT NEEDED!**  
**FREE FOR WEST CONTRA COSTA RESIDENTS**

101 Pittsburg Avenue, Richmond

**SEWER UPGRADES**

We have a regular program of sewer cleaning and video that alerts us of upcoming problems. Local contractor LR Paulsell does constant cleaning and video inspection to keep the sewer flowing and identify problems, hopefully before they surface.

You may have noticed crews working in the streets, sidewalks, and sometimes even your backyard. These guys are doing the work of maintaining and repairing Crockett's sewers and preventing sewer overflows.

It has been a busy year! In the fiscal year 21/22 contractors working for the Sanitary Department replaced 1995 feet of failing sewer pipe with continuous HDPE pipe, in addition to several point repairs and a couple of manholes replaced. Some of these sewers had failed and caused overflows, in other cases overflows were prevented by the repair. It is the cost of an old system and whose operational lifetime has in some cases expired. The HDPE pipeline that is replacing the clay and cast iron pipe is expected to have a very long lifetime.

**OUR WEBSITE**

Visit our website at [www.town.crockett.ca.us](http://www.town.crockett.ca.us) for the latest information about the District. Meeting dates, agendas, and minutes are available online. Residents and visitors alike will find useful information on our Crockett Community Center, pool, and parks. Information on our sanitation departments is also available under the respective Crockett Sanitary Department or Port Costa Sanitary Department pages.



The pool season starts on Memorial Day weekend and runs through Labor Day

**Hours:** 12 noon to 5:00, Family Swim: Sat & Sun 6-7:30pm  
 Adult Lap swim: 5:30-7:00 M-F, 10:00-noon Sat& Sun.

Swim Lessons Available, contact Pool office for details

(510) 787-2567

**Prices:**

Daily Adults.....\$6 Resident / \$7 Non-resident  
 Youth 4-17.....\$5 Resident / \$6 Non-resident  
 Discounted punchcards.....10 tickets/\$54, never expire  
 Family Season Pass .....\$230 Resident/ \$275 Non-resident

**SEWER INSPECTION REQUIREMENT**

The District is in the 15th year of its lateral inspection program, requiring property owners to obtain a "Certificate of Compliance" for their sanitary sewer laterals prior to the sale of their property. The program ensures that sanitary sewers are operating properly, are not leaching into the ground, and are not leaking into storm drains that flow to the Bay. Sewer laterals that have roots, are cracked or misaligned are considered to have failed.

It is required that the sewer have a backflow prevention device, sometimes called a sewer popper, to prevent any possibility of sewage backing up from the main into the house—a very real possibility without a backflow preventer.

It has been a very successful program; helping to reduce infiltration from patio drains, roof gutters, and from cracks in broken building lateral sewers. Less rainwater and groundwater that enters our sewer system means lower treatment costs.

How it works: When a property is sold, or title transferred outside the family, a sewer inspection must be done within 60 days. This is done by a private sewer company that will push a camera down the sewer lateral and provide a video for the district to inspect. If all is well a Certificate of Compliance is issued. If there is a failure, the owner is required to have repairs made.

.... Cont.....

The sewer lateral requirement is a disclosure of which the seller or their realtor should inform the buyer.

There have been 602 properties issued Certificates of Compliance to date in Crockett and Port Costa.

More information on this program can be found on our website at <https://www.town.crockett.ca.us/sewer-lateralcompliance-ordinance>. You or your realtor may also contact the District office to find out more information on this important requirement.



Above are two the two kinds of backflow prevention devices. If your sewer isn't equipped with one of them, you are at risk for having sewage flow into your house in the event of a sewer backup.

**MANAGERS MESSAGE.....CONTINUED FROM FRONT PAGE.....**

.....This brings up another subject, and another possible addition to the District's mission:

A valiant effort has kept the plaza and bridgehead clean, and repaired the decorative lights downtown for years. The work is all being done by volunteers—the Crockett Improvement Association (CIA). District funds are not currently available for the maintenance/cleanup that is required. The CIA is sponsoring a ballot measure that will ask the town to support the maintenance/cleanup of these areas with a fee attached to the property taxes. If it passes, the District will spend the money on the upkeep of these locations that are such a visible part of our town. As the manager of the District, I am neutral on the subject; My work will go on regardless. As a resident of Crockett, I hope dearly that the measure passes. We can't let the entrance to our town be covered in blowing trash, and the CIA has told us they can't keep doing it themselves for free forever.

Crockett Sanitary (CVSAN) oversees sewer matters in Crockett. One of our functions is ensuring the viability of the sewer laterals when a property is sold. It provides an interesting eye on property sales, and as of May we have inspected as many laterals as we did in all of last year. This means we will be seeing a number of new people in town, and I think we can make that a good thing, and keep the aspects of Crockett that make the town great like our civic involvement, our sense of community and volunteerism. So, invite that new neighbor somewhere. I look forward to seeing you all at bocce and at dinners and around town.

Gaunt Murdock,

General Manager

Crockett Community Services District

**CCSD Board of Directors**

Luigi Barassi - Scott Bartlebaugh - Michael Kirker - JohnMackenzie - Kent Peterson

**Recreation Commission**

Jeff Airoldi  
Louise Choquette  
Tom Cusack  
John Valentini

**Crockett Sanitary Commission**

Mary Wais  
Howard Adams  
Mark Manzione  
D'Arcy Trask

**Port Costa Sanitary Commission**

Tom Cusack  
Tom List  
Anne Scheer  
Joe Surges  
Karen Klaiber

**Memorial Hall Advisory Committee**

Bud Burlison – Michael Kirker  
Scott Lawton – Kent Peterson – Ron Wilson

**Police Liaison Committee**

John Angell – Barbara Cardwell – Raina Currington  
Sylvia Melero – John Valentini – Mary Wais

**Staff:** Gaunt Murdock, General Manager  
Vaughn Gunkelman, Administrative Services Manager  
Ron Wilson, Recreation Dept. Manager  
James Barnhill, Sanitary Dept. Manager  
Susan Witschi, Assistant District Secretary & Facilities Manager  
Dolores Morales, Event Supervisor  
Damand Bal  
Simon Sollestre  
Joel Cadena

**REPORTING SEWER PROBLEMS- CALL OUR 24/7 EMERGENCY LINE (510) 303-2313**

If you see what you believe is a sewage spill, whether from a private home or from a public manhole, call! If you are unsure if it is a sewage spill, err on the side of caution and call! We have staff available 24/7 who will be able to investigate to protect our communities of Crockett and Port Costa from unsanitary discharges. Our staff will respond quickly to all inquiries, complaints, or reports of sewer problems and will quickly take care of any blockage in the public sewer. When a sewer backup occurs in your home, it may not be obvious whether the problem is in the building sewer or the public sewer. You may save yourself distress and money by calling us first. There is no charge for this service.

For all other matters concerning sewer service in Crockett or Port Costa, call our District office at (510) 787-2992.

**COMMUNITY CENTER**

For questions about the Community Center, Pool, Alexander Park, Bocce / Rec Department, call (510) 787- 2414,

**DISTRICT OFFICE**

We're located in the Crockett Community Center at 850 Pomona Street. This is the place to come for sewer permits, for plan drawings to be stamped, to get a list of bonded sewer contractors, and for local government information regarding Crockett and Port Costa. You won't always find the office open, since we have few employees and are often working out in the field. It may help you to call ahead for appointments to (510) 787-2992.

**Office Hours** Monday - Friday 8:30 am - 5:00 pm

# PORT COSTA SANITARY COMMISSION

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of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

Fax (510) 787-2459

e-mail: [manager@town.crockett.ca.us](mailto:manager@town.crockett.ca.us)

website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

## MINUTES OF REGULAR MEETING, JANUARY 11, 2023

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Commissioner Cusack. Present were Commissioners Klaiber, List and Scheer, along with Dept. Manager Barnhill, General Manager Murdock, and Administrative Manager Gunkelman. Commissioner Surges was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: Members of the public voiced concerns regarding the Port Costa Field Semester Project. The sewer collection system and treatment plant might not be capable of handling additional volume or concentrated sewage. There is the potential that grey water might be separated from the black wastewater for independent treatment, this would introduce concentrated waste into the system which could lead to potential backups, odors, and reduced treatment capability. Costs to upgrade could be passed onto the current rate payers if the system is adversely affected. Mr. Barnhill recommended that an engineering firm investigate the issue to advise on the current system capabilities due to the additional loading on the system, this cost would not necessarily be the responsibility of the Department. Mrs. Klaiber said there was an agreement with Crockett CSD that no new connections would be allowed in Port Costa.
4. PUBLIC HEARING: None
- 5.a. DISTRICT BOARD ACTIONS: Mr. Murdock said that Mr. Barassi has been re-appointed Board President. New Board members are Jenna Goodman and Nick Spinner. Jenna Goodman has been appointed Vice President.
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported that no exceedances occurred in November and no sanitary sewer overflows occurred in December.
- 5.c. APPROVE MEETING SCHEDULE FOR 2023: The commission received the schedule.
- 5.d. ELECTION OF OFFICERS: There was unanimous consent to postpone this item to February 8, 2023 meeting.
6. FINANCIAL REPORT: Mr. Gunkelman reported on the department financials.
7. WASTEWATER: None

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

8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported no outstanding issues of consequence at the treatment plant. He said Valley Operators reported that the plant handled the wet weather flow and there were no discharges or overflows. He said the septic tank will be assessed for chamber #1 vacuum cleaning. He said that Valley Operators expressed concern that water from the parking lot has reached the septic tank yard and had requested a berm be installed to prevent inundation.

8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

8.c. STAFF ANNOUNCEMENTS: None

9. REPORTS FROM COMMISSIONERS: None

10. CONSENT CALENDAR: The consent item was approved unanimously (tc/as):  
a. Approve Minutes of December 7, 2022.

11. FUTURE AGENDA ITEMS:

Bull Valley Agricultural Center & Port Costa School – scope and costs.  
Acquire backup effluent pump with capacity to maintain flow to filter beds.

12. COMMISSIONER COMMENTS: Mr. Cusack said there are other funding sources to pursue other than increasing SUC rates. He said an ad hoc committee could be formed to investigate this. The Commission directed staff to re-establish the FEMA Grant system.

13. ADJOURNMENT: The meeting was adjourned at 8:10 PM until February 8, 2023.

Respectfully submitted,



James Barnhill  
March 1, 2023

# PORT COSTA SANITARY COMMISSION

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of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

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website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

## MINUTES OF REGULAR MEETING, FEBRUARY 8, 2023

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Commissioner Surges. Present were Commissioners, Cusack, List and Scheer, along with Dept. Manager Barnhill, and General Manager Murdock. Commissioner Klaiber was absent excused.
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: None
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported that no exceedances occurred in December and no sanitary sewer overflows occurred in January.
6. FINANCIAL REPORT: None
7. WASTEWATER: None
- 8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that no outstanding issues of consequence occurred at the treatment plant other than high flow rates. He said that the system handled the wet weather volume increase, the operators reported no issues.
- 8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. Barnhill said he is working on the Pollution Prevention Plan report which is due February 28, 2023.
- 8.c. STAFF ANNOUNCEMENTS: Mr. Barnhill said that he is in contact with Larry Walker Associates to proceed with the NPDES re-issuance process. The application is due May 1, 2023.
9. REPORTS FROM COMMISSIONERS: None
10. CONSENT CALENDAR:
  - a. Approve Minutes of December 7, 2022.  
The commission voiced concern that the January minutes did not include public comments and directed Mr. Barnhill to make corrections and re-issue the January 11, 2023 minutes for approval.

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

11. FUTURE AGENDA ITEMS:

Bull Valley Agricultural Center & Port Costa School – scope and costs.  
Acquire backup effluent pump with capacity to maintain flow to filter beds.

12. COMMISSIONER COMMENTS: The Commission voted unanimously to re-appoint Mr. Surges as Chair (tc/as) and Mr. Cusack was re-appointed as Vice Chair. (as/tl)

13. ADJOURNMENT: The meeting was adjourned at 7:15 PM until March 8, 2023.

Respectfully submitted,



James Barnhill  
March 1, 2023