

# POR T COSTA SANITARY COMMISSION

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of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING, FEBRUARY 13, 2019

**1. CALL TO ORDER:** The meeting was called to order at 7:00 PM by Vice Chairperson Cusack. Present were Commissioners Scheer, Mann, Beauchemin, along with Dept. Manager Barnhill and General Manager McDonald. Chairperson Surges 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 presented the cover letter for the December electronic Self-Monitoring Report (eSMR). The report was certified and submitted through the California Integrated Water Quality System (CIWQS). There were no exceedences in December.

**5.c. SELF-MONITORING REPORT:** Mr. Barnhill presented the cover letter for the 2018 Annual electronic Self-Monitoring Report (eSMR). The report was certified and submitted through the California Integrated Water Quality System (CIWQS) for the Regional Water Quality Control Board (RWQCB / Water Board). There were three permit violations in 2018 as described in the cover letter. Ms. Scheer asked if the District might be fined for the violations. Mr. Barnhill said the violations qualify for independent mandatory minimum penalty of \$3,000 per occurrence. He said it may be within the discretion of the Water Board to combine violations when they are directly related to each other. Enforcement will be imposed by the Water Board at their convenience.

**5.d. NPDES RENEWAL COSTS:** Mr. Barnhill gave a summary of NPDES renewal costs. He said \$4,650 was paid to Tidal Marine Construction Inc. to inspect the outfall to be in compliance for NPDES renewal process. \$25,000 had been budgeted as a placeholder to cover outfall work. Work was not required on the outfall at this time. \$39,570 was budgeted to cover professional services provided by Larry Walker Associates (LWA). Invoices paid to LWA for NPDES services have totaled to \$23,091. Mr. Barnhill said that Water Board modeled a dilution study using Cormix with data that he had provided to them. The Water Board allowed LWA to submit the dilution study model in the NPDES renewal process after he requested its use. LWA estimated the value of the dilution study to be \$20,000. Mr. Barnhill considers this to be a cost savings for Port Costa Sanitary Department since the dilution study was a requirement to obtain the Ammonia Dilution Credit. Staff time involved in the process was not specifically tracked for NPDES related work since it is not prudent for the District to do so. The specific time focused on NPDES reissuance would have to be tracked back for years. A majority of the time spent was sporadic with short phone conversations and a minute or two

retrieving data here and there. Other agencies have used 10% of the total cost for professional services to account for overhead administrative functions, the 10% calculated staff cost is \$2,309. Mr. Barnhill said the expense including outfall scuba dive inspection, LWA services, and estimated staff cost is \$30,050. The total savings including the under budget savings of \$16,479 for LWA and the estimated \$20,000 dilution study is \$36,479. This does not include the cost to repair the outfall since it will need to be addressed at a later date. Mr. Barnhill said that he did not include lab costs pertaining to the process and he plans to report those at a future meeting.

**5.e. PERSONNEL COMMITTEE:** Mr. McDonald said the District Board President has extended invitation to all District Commissions to have one member sit on the Personnel Committee. The District Board President will appoint interested committee members at the next Board meeting. Those interested were asked to contact Mr. McDonald.

**5.f. SIGNIFICANT RISKS FOR THE PORT COSTA SANITARY DEPARTMENT:** Mr. Barnhill invited the Commissioners to discuss the attached memo. Mr. Barnhill said the lack of a rail crossing poses an immediate danger to life or health, he said operators and staff must cross the tracks alone at times. Ms. Scheer said the item "Outfall position will need adjustment" should be clarified to read more clearly, she suggested "Outfall needs repair". Mr. Barnhill said he would clarify the item. Mr. Mann asked why the item "Outfall position will need adjustment" is included in the memo. Mr. Barnhill said the outfall was found to be in incorrect alignment to the slope of the river bed and the pipe is extending out into the water, unprotected, and without support structure. He said this was discovered during the dive inspection performed by Tidal Marine Construction. Mr. Mann said the outfall is not in the shipping channel and has low risk of being damaged or causing damage and he does not consider it high priority. Mr. Barnhill said that the outfall will one day need to be corrected. He said repair could be required under imposed enforcement from another government entity. He said it is included on the memo since the repair is inevitable whether we take the lead or not. Ms. Scheer suggested that "Staffing" should be added to the memo. She said it is a topic of discussion at the Strategic Planning Committee. Mr. McDonald said the topic has also been raised at the Board level. Mr. Mann asked if we have plans to address the items listed. Mr. Barnhill said we are in the initial stage, which is to gather data on the collection system and components of the WWTP. He said the initial step to address the issues, as a whole, is the first item listed under Septic Tank; "Septic Tank Structural Condition and strength". He said it is also listed on the Action Plan 2019 as "Conduct Engineering inspection of septic tank".

**5.g. ACTION PLAN 2019:** Mr. Barnhill invited the Commissioners to discuss the Action Plan for 2019. Mr. Barnhill said item 1 "Manhole repair" is considered an emergency and a proposal from a contractor is pending. Mr. Barnhill said he plans to call for a Special Meeting if the cost exceeds his or the General Managers emergency spending authority. Mr. Barnhill said item 2 "Response to NPDES Compliance Evaluation Report" has a deadline of March 31 to report to the Water Board on findings identified during their Compliance Evaluation Inspection. Mr. Barnhill said secondary containment for the Sodium Hypochlorite tote is already installed at the septic tank in order to meet compliance. He said other secondary containment for the WWTP chemical storage have been ordered and are pending delivery and installment. Mr. Barnhill said that replacement chemical tanks were also ordered for the WWTP per the request of Valley Operators since the condition of the existing tanks is unknown. The existing tanks will be kept for backup storage. Mr. Mann asked if the containment has already been purchased. Mr. Barnhill said it had. Mr. Mann asked why it wasn't brought before the

Commission. Mr. McDonald said that the items fell within our spending authority and were required to be installed. Mr. Barnhill said item 3 "Conduct Engineering inspection of septic tank" is pending proposal. He said the purpose of the structural inspection is to determine if and how the tank can be modified to improve its use. More access hatches to better allow access for cleaning and maintenance is the most basic improvement but engineering is still required before the tank should be cut. He said another purpose is to determine if the tank walls will remain stable if the lid is demolished. He said the capability of the tank walls to support the weight of support structure and a package plant is the long term purpose of the inspection. Mr. Barnhill said that item 4 to "Repair/program/install backup chemical pump" is being handled by the Valley Operators. Mr. Mann said that the current pumps were purchased only a few years ago. Ms. Scheer said that she has experience with the pumps and knows that they do not last very long when they work with the chemicals we use. Mr. McDonald said the acquisition of the backup pump was requested by Valley Operators because they know the current pumps will fail at some point. Mr. Barnhill said item 5 "Pump Septic Tank Sludge" is an ongoing item, he said item 3 on this list and Future Agenda Item "Engineering proposal to inspect septic tank" is directly related to the sludge removal. He said the current plan (pending engineering solutions) will be focused on pumping sludge from the outlet chamber #4 of the tank to reduce the chance of sludge being carried downstream to the WWTP. Mr. Mann asked if pumping will be scheduled. Mr. Barnhill said sludge pumping will be performed as needed per the advice or request of Valley Operators. Mr. Barnhill said item 6 "Paint Parts Exposed to Elements" is related to the PACO influent pumps and the plumbing in the WWTP which are showing rust accumulation. Mr. Barnhill said item 7 "Emergency Generator (Annual Service/Fuel Treatment)" is an ongoing but critical item which is why it is included. Mr. Barnhill said item 8 "CCTV collection system" is critical to the Department, he said condition of the system as a whole is unknown, which bears risk to the Port Costa and District. Mr. McDonald said the reason the inspection is planned for the winter months is to hopefully identify points of inflow and infiltration from ground water during wet weather.

6.a. FINANCIAL REPORT: The Commission received the monthly Summary Worksheet. Mr. Barnhill said the cleaning and CCTV interceptor invoice of \$4,370 includes \$690 for emergency hydrocleaning work to remove a blockage in the manhole at the septic tank.

6.b. WATER CONSUMPTION / COST FACTOR / SUC REVENUE DETAIL FY 19/20: The Budget & Finance Committee reviewed this item on Tuesday, February 12 and recommended no changes to the cost factor for the upcoming FY 19/20.

6.c. 7-MONTH BUDGET REPORT: The Budget & Finance Committee reviewed this item on Tuesday, February 12 and recommended no changes. A preliminary budget for FY 19/20 will be presented in April.

6.d. MANHOLE REPAIR: Mr. Barnhill reported that a contractor has offered a repair solution for manhole P-00-00A located across the railroad tracks from the wastewater treatment plant (WWTP). He said the manhole is high priority and must be repaired as soon as possible. It is listed as a future agenda item. A special meeting may be called to consider the proposal depending on cost estimate.

7. CCTV INSPECTION OF INTERCEPTOR SEWER P-00-01 – P-00-00A: Mr. Barnhill said the sewer line required heavy cleaning before the camera could pass through the line due to a 90% grease blockage. The contractor plugged the downstream sewer line to prevent debris from continuing across to the WWTP. The contractor recovered material by vacuum truck.

Mr. Barnhill said the sewer line looks to be in good condition with no roots or breaks. He said the timing of the cleaning and repair was perfect since the 90% blockage could have caused a backup during the current rain event.

8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that no Sanitary Sewer Overflows (SSO's) occurred in January. He said Biochemical Oxygen Demand was high in the first week. Valley Operators notified the Water Board and began accelerated monitoring. He said it is unknown at this time if the results exceed the monthly average limit.

8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

8.c. STAFF ANNOUNCEMENTS: None

9.a. BUDGET & FINANCE COMMITTEE REPORT: Minutes of the February 12 meeting were included in the Agenda.

9.b. WASTEWATER COMMITTEE REPORT: None

9.c. INTER-AGENCY MEETINGS: Mr. McDonald reported that Mr. Barnhill attended the California Special Districts Association (CSDA) meeting at Central Sanitary Collection Facility in Walnut Creek. He said that a tour of the facility was offered following the meeting.

10. CONSENT CALENDAR: The consent item was approved unanimously (as/jm):  
a. Approve Minutes of January 9, 2019.

11. FUTURE AGENDA ITEMS:

Engineering proposal to inspect and assess septic tank.  
Manhole repair near WWTP.

12. COMMISSIONER COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 8:22 PM until March 13, 2019.

Respectfully submitted,

James Barnhill  
February 25, 2019