

# CROCKETT SANITARY COMMISSION

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of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, MAY 15, 2019

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Wais. Present were Commissioners Bartlebaugh, Manzione and Wolthuis, along with General Manager McDonald and Asst. Secretary Witschi. Commissioner Adams and Assistant Dept. Manager Barnhill were absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING 601 WINSLOW: Mr. McDonald reported that the owner of the property has contracted with a company to provide a video inspection of the sewer. The video inspection is pending. A motion to continue the public hearing for one month carried unanimously (mm/sb).
5. CONSENT CALENDAR: The consent items were approved unanimously (sb/mm):
  - a. Approve Minutes of April 17, 2019, as amended, with one word addition to the minutes item 9.a. "...does not *equally* benefit....".
  - b. Receive Status Report on outstanding issues.
  - c. Receive Agency Comment letter sent to Department of Conservation Department; County File #LP19-2017 land use application for public park along waterfront.
  - d. Receive draft letter from the Board of Supervisors to State Lands Commission; request to proceed to seek new commercial tenant for 501 Port Street, Crockett.
6. REPORT OF CONSULTING ENGINEER: None
- 7.a. ENFORCEMENT ACTIONS: Mr. McDonald presented the Status Report on Enforcement Actions. Mr. Bartlebaugh asked the status of 2 Crotona Heights smoke test violation. Mr. McDonald said the Notice of Violation was recorded and a public hearing on the issue will be scheduled for June 19.
- 7.b. MODIFICATION TO STANDARD SPECIFICATIONS: Mr. McDonald presented a memo outlying the need to revise the Crockett Community Services District Standard Specifications. He said District Code Section 9.08.060 allows addenda to be issued periodically by Resolution. Draft revisions with additions underlined and deletions ~~struck~~ was presented to the Commission. After questions and discussion by the Commission a motion to approve the modification to Standard Specification for design, construction, and use of sanitary sewers as presented to 1) allow common laterals to remain if both buildings are on the same parcel, 2) add section on Horizontal Directional Drilling, 3) update specifications to allow PVC pipe to be used for gravity sewers, and 4) add Backwater Prevention Device materials list to standard drawings carried unanimously (jw/mm). A Resolution will be drafted and presented to the District Board.
- 8.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments was handed out and examined by the Commission. Mr. McDonald reported various fund transfers including property tax and Advance-on-Taxes has been converted and moved to the cash account. He

said the department earned \$17K in interest on Crockett Sanitary Department investment accounts this quarter.

8.b. AUTHORIZE PAYMENT FOR SEWER REPAIR: Mr. McDonald reported the spot sewer repair next to the library had to be expanded to a full line replacement due to major tree roots and unmarked utilities impacting repair. As such the project costs exceeded the previously approved funding. Unidentified sewer projects funding remains available in the budget for this extra work and staff is recommending approval of payment for work completed. A motion to approve payment of \$40,805.42 to L.R. Paulsell Consulting for emergency sewer replacement of line segment C-14-01 to C-00-14; 100' of 8" HDPE pipe installed, carried unanimously (mm/sb).

9.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in April. He said the Board approved (1) establishing informal bidding procedures under the California Uniform Public Construction Cost Accounting Act (CUPCCAA) and the adoption of Ordinance 19-1; (2) entering into agreement with Regional Government Services Authority (RGS) to provide training to all employees on sexual harassment in the workplace along with other Human Resources and administrative support; (3) confirmed no Sewer Use Charge rate increase for either Crockett or Port Costa for FY 2019/20; and (4) adopted policy on fiscal sponsorship for Crockett Community Foundation Grant applicants who are not tax-exempt charities.

9.b. REPRESENTATIVE TO PARTICIPATE : Mr. McDonald asked Commissioners if one of them would like to participate in the development of the Cost Allocation Rates for FY 2019/20. Commissioner Manzione said he would like to participate. Commissioner Wais said she would like to observe. Mr. McDonald said the meeting is tentatively scheduled for June 13 at 3:00 pm.

10.a. STAFF REPORT ON OPERATIONS: Mr. McDonald presented the manager's report. He said one Category 3 Sanitary Sewer Overflow (SSO) in April was caused by paper hung up on offset in sewer at the top of 2<sup>nd</sup> Avenue of a recently cleared line. Commissioner Bartlebaugh asked if cleaning was lower in April. Mr. McDonald said totals were lower in April but this is by design. He said other months are higher as reflected by the Monthly Maintenance Summary yearly totals reported.

10.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. McDonald reported the following Legislative and Regulatory updates:

- Both SB332, the ocean discharge ban, and SB 69, the ocean denitrification mandate, will be heard in the Senate Appropriations Committee.
- AB 1672, flushable and non-flushable wipes labeling, will be heard by Assembly Appropriations Committee.
- All of the bills on the Senate and Assembly "suspense files" will be voted on during simultaneous hearings on Thursday, May 16.

10.c. STAFF ANNOUNCEMENTS: None

11.a. WASTEWATER COMMITTEE REPORT: None

11.b. BUDGET & FINANCE COMMITTEE REPORT: None

11.c. AD HOC COMMITTEES REPORT: None

11.d. INTER-AGENCY MEETINGS: None

12. FUTURE AGENDA ITEMS:

- Consider recommended enforcement actions.
- Lateral repair bids.
- Consider comprehensive rehabilitation program.
- Recommend award of contract(s)
- Recommend payment for sewer project(s).

13. COMMISSIONER COMMENTS: Commissioner Bartlebaugh would like to schedule a tour of the facility. Commissioner Manzione also expressed his interest to attend. Mr. McDonald said he is waiting to hear back from C&H on access requirements to the Joint Treatment Plant. Commissioner Wais said the San Francisco Bay Conservation and Development Commission (BCDC) have been taken to the whipping shed after a State audit said they have not been doing their job effectively.

14. ADJOURNMENT: The meeting was adjourned at 7:35 PM until June 19, 2019.

Respectfully submitted,

Susan Witschi  
May 16, 2019