

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, SEPTEMBER 9, 2020

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Surges. Present were Commissioners Cusack, List and Scheer, along with General Manager McDonald, Dept. Manager Barnhill and Assistant District Secretary Witschi. Also present was Director Kirker. Commissioner Klaiber 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: No report.
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported no exceedances in July.
- 5.c. STATUS REPORT ON OUTSTANDING ISSUES: Mr. McDonald reported an extra column was added to the Status Report that says "responsible." He said this is being done in all the departments and he found this to be beneficial.
- 6.a. FINANCIAL REPORT: The monthly statement of Department finances was examined by the Commission. Mr. McDonald reported were keeping most of the money in cash. This covers the period from July – August 12. Commissioner Scheer arrived at 7:13 pm.
- 6.b. PRELIMINARY WATER RATE STUDY: Mr. McDonald reported Director Barassi brought up an issue at the last meeting and was concerned if Port Costa would be receiving funds from the County in time and how that might impact Port Costa's budget and what we could do now to see what the 2021/22 budget would look like. James obtained the water data early and applied it to commercial properties. Water use at apartments and homes has increased in the last year. In setting the sewer use charge staff uses a six-year average. Using that average, the cost factor is identical. What we have seen in the water data is that the impact from the COVID shutdown on the restaurants means you will have some dropoff in 2021/22. Without any rate change there will be a drop of \$7K. He said one of Port Costa's loans will be paid off next year.
- 7.a. DISCUSS LATERAL ISSUES: Mr. Barnhill reported the 23 South Street lateral is aligned alongside 15 Canyon Lake buildings and connects to the public sewer in Canyon Lake Drive. The lower lateral was previously accepted as a private common lateral shared by 23 South and 15 Canyon Lake. A kitchen sink tie-in from a separate building at 15 Canyon Lake existed historically and was disconnected when 23 South replaced the upper part of the lateral. He said the tie-in was reconnected under permit. Mr. Barnhill said the upper portion replacement of the 23 South lateral was unpermitted.

7.b. PROGRAMMABLE LOGIC CONTROLLER (PLC): Mr. Barnhill reported back in 2018 Valley Operators brought it up that they are concerned with the operating condition of the PLC. Valley Operators said it is about 10 years old and said it is not enclosed in a controlled environment. The operators are concerned that the system may begin to fail and repairing it as failures occur will likely become cost ineffective. Mr. Barnhill asked Valley Operators to get quotes on an improved PLC. Mr. Barnhill said once he receives proposals he will bring them back to the Commission for review. He said Valley Operators want to increase their focus on repairs at the plant.

9.a. STAFF REPORT ON OPERATIONS: No further report.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

9.c. STAFF ANNOUNCEMENTS: Mr. McDonald said his last day at the Crockett Community Services District will be on September 27.

10.a. WASTEWATER COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.c. AD HOC COMMITTEES REPORT: None

10.d. INTER-AGENCY MEETINGS: None

11. CONSENT CALENDAR: The consent item was approved unanimously (tl/as):
a. Approve Minutes of August 12, 2020.

12. FUTURE AGENDA ITEMS:

13. COMMISSIONER COMMENTS: None

14. ADJOURNMENT: The meeting was adjourned at 7:30 PM until October 14, 2020.

Respectfully submitted,

Susan Witschi

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September 10, 2020