

PORT COSTA SANITARY COMMISSION

MINUTES OF REGULAR MEETING, APRIL 11, 2018

1. CALL TO ORDER: The meeting was called to order at 7:00 pm by Chairperson Surges. Present were Commissioners Beauchemin, Scheer, and Mann, along with General Manager McDonald, and Dept. Manager Barnhill. Commissioner Cusack 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. REPORT OF DISTRICT COUNSEL: No report.
- 6.a. DISTRICT BOARD ACTIONS: None.
- 6.b. SELF-MONITORING REPORT: Mr. Barnhill presented the Self-Monitoring Report cover letter for February 2018. The electronic Self Monitoring Report (eSMR) was certified and submitted through the California Integrated Water Quality System (CIWQS). Mr. Barnhill said one Ammonia exceedence over the average monthly permitted minimum occurred in February. Once the exceedence was verified, the Regional Water Quality Control Board (RWQCB) was contacted by phone to comply with the 24 hour notification requirement. A 5-day letter was submitted to RWQCB.
- 6.c. REVIEW ANNUAL NEWSLETTER: The Commission reviewed the Annual Newsletter. Mr. McDonald said the District Board President's message is pending. He said a flyer for the Walk of Honor and the volunteer driven newsletter, Crockett Engaged, will be included in the mailing. Mrs. Scheer said there is no mention of cleaning of paint brushes and painting tools since many people wash these out in the sink. Mr. McDonald said he will add that oil based paints and paint thinner should be cleaned and disposed of properly.
- 7.a. FINANCIAL REPORT: The Commission received the monthly Summary Worksheets ending March 12. Mr. Barnhill said the most current monthly summary worksheet is not included as financials from the County are still pending. Port Costa paid the interdepartment loan installment to Crockett and paid the first payment to Larry Walker Associates for their NPDES Permit reissuance work.
- 7.b. RECEIVE SEWER USE CHARGE (SUC) STUDY FOR FY 18/19: Mr. Barnhill presented the SUC study for FY 18/19 which included a recommendation to increase the SUC by 5%. Mr. McDonald said that Crockett developed a 10 year budget outlook and a draft was developed for Port Costa. Mr. McDonald said an emergency reserve should cover operating costs for 6 months, ideally 12 months. The reserve would be used to cover operating costs until tax revenue is received. Unfortunately for Port Costa there is no additional revenue to build an emergency reserve. Mr. McDonald said the State Water Resources Control Board (SWRCB) and RWQCB are looking into drafting a nutrient study to further reduce the nutrient load being discharged which if applied to the Port Costa treatment plant would require plant upgrades at significant cost. It was the consensus of the Commission to submit the Sewer Use Charge study to the District Board as presented.

7.c. RECEIVE PRELIMINARY FY 18/19 BUDGET: Mr. McDonald presented the budget and said it includes revenue from a proposed 5% increase in sewer use charges. Mr. Mann asked what the purpose is for the Plumbing Pipe Refurbishment Reserve. Mr. Barnhill said it is an item that has been on the budget for some time as previously been identified by the Commission as a pending capital replacement project. He said that he will communicate with Valley Operators for the specific purpose and report back to the Commission.

8.a. REVIEW PROPOSITION 218 NOTICE: The Commission received the Sewer Use Charge (SUC) notice for FY 18/19. The Commission reviewed the notice and it was the consensus of the Commission to recommend to the District Board to increase the current SUC by \$94 in order to meet ongoing expense obligations. Staff will submit the proposed increase notice to the District Board along with the Commission's recommendation.

8.b. RECEIVE STATUS UPDATE ON NPDES PERMIT REISSUANCE: Mr. Barnhill reported that Larry Walker Associates has been actively requesting information from the District that is being used to compile the permit reissuance application. The application is due to be submitted to the Regional Water Quality Control Board (RWQCB) on or before June 3, 2018.

9.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that no Sanitary Sewer Overflows (SSO's) occurred in February. One monthly average exceedence of Ammonia occurred in February. Staff instructed Valley Operators to request preliminary results (prelims) to be delivered as the tests are completed. The prelims are to be conveyed as soon as possible prior to Certificate of Analyses (COA) issuance, so that Staff can take immediate action if needed without waiting for up to a week for formal COA. Staff also spoke with McCampbell Analytical to convey our need for earliest possible results.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

9.c. STAFF ANNOUNCEMENTS: None

10.a. BUDGET & FINANCE COMMITTEE REPORT: None

10.b. WASTEWATER COMMITTEE REPORT: None

10.c. INTER-AGENCY MEETINGS: None

11. CONSENT CALENDAR: The consent item was approved unanimously (as/jm):

a. Approve Minutes of March 14, 2018.

12. FUTURE AGENDA ITEMS: Mr. Barnhill said he plans on moving three items from Future Agenda Items to the Status Report, he will leave "NPDES Permit Reissuance" on Future Agenda Items. There were no objections.
Report on condition of plumbing at plant.
Railroad crossing to treatment plant.
Condition of Constant Level Gate.
NPDES Permit Reissuance.

13. COMMISSIONER COMMENTS: None

14. ADJOURNMENT: The meeting was adjourned at 7:53 pm until May 9, 2018.

Respectfully submitted,
James Barnhill
April 18, 2018