

# CROCKETT SANITARY COMMISSION

## MINUTES OF REGULAR MEETING, NOVEMBER 14, 2018

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Adams. Present were Commissioners Bartlebaugh, Manzione and Wais, along with Assistant Dept. Manager Barnhill and Asst. Secretary Witschi. General Manager McDonald and Commissioner Wolthuis were absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
- 4.a. PUBLIC HEARING – 574 ALHAMBRA: Mr. Barnhill reported a video inspection on the building lateral sewer has not been received from the owner. A motion to impose an additional \$400 fee and schedule a fourth public hearing carried unanimously (mw/mm). Staff will notify the owner.
- 4.b. PUBLIC HEARING – 288 KENDALL: Mr. Barnhill reported there has been no contact from the owner. A motion to impose an additional \$300 fine and schedule a third public hearing carried unanimously (mw/mm). Staff will notify the owner.
5. CONSENT CALENDAR: The consent items were approved unanimously (mw/mm):
  - a. Approve Minutes of October 17, 2018.
  - b. Receive comments letter on Focused Environmental Impact Report – Carquinez Middle School Replacement Project (CMS EIR); Sanitary Collection System and Easements.
6. REPORT OF CONSULTING ENGINEER: None
7. ENFORCEMENT ACTIONS: Mr. Barnhill presented the recent enforcement actions. He said 342 Edwards Street reconnected common lateral on November 8 and public hearing on this issue was cancelled.
8. FINANCIAL REPORT: No report.
9. DISTRICT BOARD ACTIONS: No report.
- 10.a. STAFF REPORT ON OPERATIONS: The Crockett Sanitary Department Managers Report, West County Wastewater District Monthly Report, and maintenance activities report were received. Mr. Barnhill reported there was no Sanitary Sewer Overflows (SSO's) that occurred in October. Crockett Sanitary Department staff continues site visits to the pump station. Staff responded to three emergency alarms at pump station; two low water pressure alarms related to the water tank and power outage which caused the engine to run. West County Wastewater District (WCWD) was notified. Light switch on steps of pump station repaired by WCWD. Republic Services Waste Profile for grit removal renewed. Generator compliance solutions shared with WCWD. Staff asked for input on

requirements for the Crockett Pump Station generator. Emergency repair of shoreline sewer C-00-04 to C-00-03 scheduled with J. Flores Construction, L.R. Paulsell acting as Project Manager. C&H to reimburse costs as damage to District sewer was caused when they were repairing their process line. Met with Cunha Engineering to discuss Atherton and Cooke project plans. CCTV Inspection Program for 2018 is complete.

Nantucket remains behind in paying their outstanding prior year Sewer Use Charge (SUC) debt. Staff to contact them after December 1. Direct bills for FY 18/19 SUC's sent to AT&T, Cogen (paid), JSUSD (paid), Nantucket, PG&E (paid), and USPS. Tanya Akkerman was contacted regarding outstanding JTP monthly operation reports. Request for calendar year 2018 Wastewater User Charge Survey by State Water Resources Control Board received, to be completed by December 31, 2018. General Manager McDonald and Director Peterson attended Wastewater Utility Security and Vulnerability Assessment webinar. General Manager McDonald spent approximately 49% of his time towards Crockett Sanitary Department operations and no time on Capital Projects in October. The rest of his time was spent on District business 29%, Recreation 6%, Maintenance 10%, and Port Costa 6%. He worked a total of 216.5 hours in October. Assistant Sanitary Department Manager Barnhill spent approximately 64% of his time on Crockett Sanitary Department operations such as collection system maintenance and emergency sewer response and 1% of his time on Capital Projects in October. Time spent on Port Costa issues was 32% and other District business 3%. He worked a total of 190 hours in October.

11.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

11.c. STAFF ANNOUNCEMENTS: None

12.a. WASTEWATER COMMITTEE REPORT: None

12.b. BUDGET & FINANCE COMMITTEE REPORT: None

12.c. AD HOC COMMITTEES REPORT: None

12.d. INTER-AGENCY MEETINGS: None

13. FUTURE AGENDA ITEMS:

Election of officers (Dec.).

Annual report on sewer inspection program (Dec/Jan).

Annual report on sewer repair/replacement program (Jan.).

Committee appointments (Jan.).

Mid-year budget report (Jan.).

Consider recommended enforcement actions.

Lateral repair bids.

Consider comprehensive rehabilitation program.

Recommend award of contract(s)

Recommend payment for sewer project(s).

14. COMMISSIONER COMMENTS: Commissioner Wais said the annual district Christmas Dinner will be held on Friday, December 14 at 6:00 pm at the Community Center.

15. ADJOURNMENT: The meeting was adjourned at 7:10 PM until December 12, 2018.

Respectfully submitted,

Susan Witschi  
November 15, 2018