

PORT COSTA SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, FEBRUARY 8, 2023

TIME: 7:00 PM
PLACE: Port Costa School, 1 Plaza Del Hambre, Port Costa

The Port Costa Sanitary Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. PUBLIC HEARING:
5. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Receive Self-Monitoring Report cover letter for December 2022 and 2022 Annual Self-Monitoring Report.
6. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on other financial matters.
7. WASTEWATER:
8. REPORT OF DEPARTMENT MANAGER: (These items are typically for exchange of information only. No action will be taken at this time.)
 - a. Operations, maintenance and capital improvements.
 - b. Governmental matters.
 - c. Announcements and discussion.
9. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)
10. CONSENT CALENDAR: Consideration of a motion to approve the following item:
 - a. Approve Minutes of January 11, 2023.
11. FUTURE AGENDA ITEMS:

Bull Valley Agricultural Center & Port Costa School – scope and costs.
Acquire backup effluent pump with capacity to maintain flow to filter beds.

12. COMMENTS FROM COMMISSIONERS:

13. ADJOURNMENT to March 8, 2023.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us
Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California, 94525.

January 27, 2023

William Burrell
Water Resource Control Engineer
San Francisco Bay Regional
Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

SUBJECT: Self-Monitoring Report Submittal for December 2022 for Crockett Community Services District (CCSD) WWTP Port Costa, CA

The Legally Responsible Official (LRO) for CCSD is James Barnhill, contact phone number (510) 787-2992. The Chief Plant Operator is Nicholas Gaunt with Valley Operators, a licensed California Wastewater Treatment Plant Contract Operator (40029), contact phone number (925) 698-4636.

The CCSD Port Costa WWTP contracts laboratory testing with Eurofins Environmental Laboratories, Inc., which is an ELAP, certified lab. All sampling and testing analysis records are maintained and available for inspection during normal business hours at the contract lab located at 5063 Commercial Circle Suite H, Concord, CA 94520-8577 (925) 689-9022.

The monthly report for December 2022 and forth quarter 2022 has been uploaded to the CIWQS website.

During the month of December no exceedances occurred. Below are results showing upstream bod sample results.

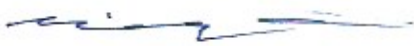
Influent BOD:

INF- 001 = 761 mg/l

Upstream sample point = 221 mg/l

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designated to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Prepared by:


Nicholas Gaunt,
Chief Plant Operator

Legally Responsible Official:


James Barnhill
Port Costa Manager

cc: Casey Wichert, Valley Operators

PORT COSTA SANITARY DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525
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website: www.town.crockett.ca.us

January 30, 2023

William Burrell
Water Resource Control Engineer
California Regional Water Quality Control Board
San Francisco Bay Region
1515 Clay Street, Suite 1400
Oakland, CA 94612

SUBJECT: 2022 Annual Self-Monitoring Report Submittal for Crockett Community Services District (CCSD) WWTP Port Costa, CA

The Legally Responsible Official (LRO) is James Barnhill with CCSD, contact phone number (510) 787-2992. The Chief Plant Operator is Nick Gaunt with Valley Operators, a licensed California Wastewater Treatment Plant Contract Operator (40029), contact phone number (925) 698-4636.

The Port Costa Sanitary Department contracts laboratory testing with Eurofins Environmental Laboratories, Inc. which is an ELAP certified lab. All sampling and testing analysis records are maintained and available for inspection during normal business hours at the contract lab located at 5063 Commercial Circle Suite H, Concord, CA 94520-8577 (925) 689-9022.

The following is submitted to satisfy the annual monitoring and reporting requirements specified in Order R2-2018-0053 (NPDES No. CA0037885):

There were no permit violations in 2022.

Changes in the operation and maintenance of the Port Costa facility resulted from the 2007 plant upgrade project by Contra Costa County. Accordingly, the plant's Operations & Maintenance Manual was significantly updated by the project design engineer. O&M manuals were produced for the control systems; emergency generator, alarm auto-dialer and other installed equipment. There were no major changes this year to the operation of the facility. The O&M Manual was reviewed March 2022. The SSMP was reviewed in August 2022. The Contingency and Spill Prevention Plan was reviewed in July 2022.

The emergency generator automatic transfer switch was replaced in 2022. A major rehabilitation project of the septic tank was completed in January 2020. All septage was removed by vacuum and new baffles were installed. The baffles were installed adhering to engineering plans which followed pre-existing baffle design and mounting locations. The rehabilitation project and ongoing cleaning activity maintains the quality of primary effluent discharged from the septic tank. The chambers are profiled by the operators for scum and sludge levels as part of regular monitoring activity. The scum layer was removed from chamber #1 on two occasions in 2022. Efficient primary treatment has proven effective and has been attributed to the reduction of exceedances of Effluent Limitations. The properly clarified primary effluent helps to maintain the capable lifespan of sand filtration at the secondary treatment plant.

Port Costa Sanitary Department staff continues to work with Valley Operators and service contractors, concentrating on enhancement of operations at the facility.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designated to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Legally Responsible Official:



James Barnhill
Sanitary Department Manager

cc: Valley Operators
Casey Wichert
Nick Gaunt

5.b.

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525
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MINUTES OF REGULAR MEETING, JANUARY 11, 2023

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Commissioner Cusack. Present were Commissioners Klaiber, List and Scheer, along with Dept. Manager Barnhill, General Manager Murdock, and Administrative Manager Gunkelman. Commissioner Surges 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: None
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported that no exceedances occurred in November and no sanitary sewer overflows occurred in December.
- 5.c. APPROVE MEETING SCHEDULE FOR 2023: The commission received the schedule.
- 5.d. ELECTION OF OFFICERS: There was unanimous consent to postpone this item to February 8, 2023 meeting.
6. FINANCIAL REPORT: Mr. Gunkelman reported on the department financials.
7. WASTEWATER: None
- 8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported no outstanding issues of consequence at the treatment plant. He said Valley Operators reported that the plant handled the wet weather flow and there were no discharges or overflows. He said the septic tank will be assessed for chamber #1 vacuum cleaning. He said that Valley Operators expressed concern that water from the parking lot has reached the septic tank yard and had requested a berm be installed to prevent inundation.
- 8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None
- 8.c. STAFF ANNOUNCEMENTS: None
9. REPORTS FROM COMMISSIONERS: None

Commissioners: Tom Cusack, Karren Klaiber, Tom List, Anne Scheer, Joe Surges

10. CONSENT CALENDAR: The consent item was approved unanimously (tc/as):
a. Approve Minutes of December 7, 2022.

11. FUTURE AGENDA ITEMS:

Bull Valley Agricultural Center & Port Costa School – scope and costs.
Acquire backup effluent pump with capacity to maintain flow to filter beds.

12. COMMISSIONER COMMENTS:

13. ADJOURNMENT: The meeting was adjourned at 7:37 PM until January 11, 2023.

Respectfully submitted,



James Barnhill
February 3, 2023

10.a.