

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, FEBRUARY 24, 2020

1. CALL TO ORDER: The meeting was called to order at 7:04 PM by Chairperson Surges. Present were Commissioners Cusack, Scheer, and Mann, along with Dept. Manager Barnhill, and General Manager McDonald. Ms. Humann, Ms. Klaiber, and Mr. List were also in attendance as applicants to the vacant commission seat.
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: None
- 6.a. DISTRICT BOARD ACTIONS: Mr. McDonald gave a report on the actions the Board took in January. He said the Hosselkus Chapel property is still being inspected and the District Board will consider entering into purchase agreement at tomorrow's Board meeting.
- 6.b. ANNUAL AND DECEMBER SELF-MONITORING REPORTS: Mr. Barnhill reported that there were a total of six permit violations in 2019 and no exceedences occurred in the month of December. He said the majority were a series of pH exceedences in August and September. Mr. Mann asked if the pH issue will be resolved since the septic tank is now cleaned. Mr. Barnhill said that there is a chance it will help but he would not state with certainty that there will be no more issues, he said the tank was past due to be cleaned and the excessive buildup of sludge and the failed internal structures was not helping treatment. He said it was operators opinion that the lowered pH could be caused by long detention time and contact with the sludge within the septic tank.
- 6.c. FILLING COMMISSION VACANCY: The three applicants were introduced and they stated their reasons for their interest in serving on the commission. Mr. Cusack said we never had three people interested in one open seat and asked if there can be two alternates in addition to the appointed seat. Mr. McDonald said the commission can make any recommendation to the Board but suggested at minimum appointing one person to serve as commissioner. Chairperson Surges moved that the decision on who should be appointed should be discussed at the end of the agenda.
- 7.a. FINANCIAL REPORT: The monthly statement of Department finances was examined by the commission. Mr. McDonald explained the reconciliation of funds with the County Treasurer's office, when the Advance on Sewer Use Charges funds are made available, and where on the report the accrued debit is displayed.
- 7.b. AUTHORIZE TO REALLOCATE OPERATING RESERVES AND PAY CLEAN HARBORS: A motion to continue this discussion to the next meeting, after Clean Harbors delivers their invoice, was approved unanimously. (as/jm).

7.c. RECEIVE WATER USAGE REPORT AND INITIAL DRAFT BUDGET FOR FY20/21: Mr. McDonald presented the Port Costa Standards for Water Consumption which showed that the community increased their water use for Single Family Residences (SFR) and Apartments while commercial property water use, as a group, decreased. The change will result in decrease of revenue from commercial properties, a drop in revenue of -\$9,294 before any Sewer Use Chare (SUC) increase is even considered.

Mr. McDonald next presented the initial draft Port Costa Sanitary Department Budget for the upcoming FY 2020/21. He informed everyone that the District's fiscal year follows the state, July 1 to June 30. Expenditure details were examined for the collection system, treatment plant, and administration. He pointed out the majority of the expense incurred last year and projected for next year is for the treatment of wastewater and payment of outstanding loans. Revenue, if left unchanged and without a SUC increase, will result in a negative balance of \$32,329 by June 30, 2021. It is this shortfall that needs to be made up during this budget process. He said a lot is dependent on the final Clean Harbors cost for the septic tank cleanup and the department should have firmer numbers before the preliminary budget is presented in April. He believes an inter-department loan should be looked at to cover the gap in funding rather than implementing a steep SUC rate hike.

8. STATUS OF SEPTIC TANK, WASTEWATER TREATMENT PLANT, WASTE DISPOSAL: Mr. Barnhill reported that the septic tank, which is the primary treatment unit for the wastewater treatment plant (WWTP), is operational following thorough cleaning, engineering inspection, and baffle wall construction. The baffle walls were completed adhering to engineering construction plans. The baffles are designed based on original construction in order to not change the way the primary treatment works within the septic tank. He said, according to historic cutaway drawings, there were supposed to be three wooden baffle walls but only two baffles were found in the tank. Only one of the baffle walls was still standing and intact, the other one was found lying on the bottom of the tank. He said the baffle walls were fastened with nails rather than bolts or screws which forced the need to demolish and replace the one remaining baffle wall. A total of three baffle walls were constructed. The baffles are designed to hold sludge back on the bottom and to hold floating debris (scum) on the water surface from floating downstream, a 4" gap spanning the width of the tank (18') set in the water column allows clarified water to pass downstream through the four chambers and out to the WWTP. Mr. Mann asked about a contamination issue that happened during the project. Mr. Barnhill said the plan to decant the sludge onsite did not work out and a substantial volume of sludge transferred from the septic tank area to the WWTP contaminating all of the basins, pumps, and lines to sand filter beds #1 & 3. He said the sludge/water material has had to sit for an extended and unexpected period of time to allow the solids to decant to allow the liquid to be hauled to dispose in Crockett for cost savings purposes. The solids were hauled to Protrero Hills Suisun. Clean Harbors cleaned the basins, lines and all active sand filter beds at the WWTP. He said that some sand was wasted but not a substantial amount, the sludge did not sink into the sand and the surface was shoveled clean. He said the sand is likely due or past due for replacement. He said there was difficulty figuring out how to move materials and equipment to and from the WWTP since there is no railroad crossing. The pumps, tanks and equipment had to be hand carried across the Union Pacific railroad tracks. He said the water and discharge hoses had to be pulled through the 10" public sewer line which crosses under the railroad tracks. He reported that the final two 5,000 gallon containers full of sludge and the empty weir tank will be removed within the next week or two. There was discussion on how often the septic tank should be pumped out in the future to avoid this from happening again. Mr. Barnhill said the operators believe it should be done more frequently, possibly annually with a quick clean, followed every 5th year with deep cleaning for example. Access hatches would be required for each baffled chamber and the cutting of these hatches has been included in the budget for FY 20/21. Ms. Sheer asked about the test on the concrete, in particular the H₂S effect on the concrete surface. Mr. Barnhill said the engineer reported that concrete appeared to be in overall good condition. The engineer said the ceiling and floor are in good shape. The tank walls above and below water line look fine but the concrete at the water surface level where

the air and water interface shows signs of H₂S degradation all the way around the tank and that area should be poly coated or otherwise protected to prevent further erosion. Mr. Barnhill said the coating should be planned in future full entry cleaning projects.

9.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported that no SSO's occurred in January.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

9.c. STAFF ANNOUNCEMENTS: None

10.a. BUDGET & FINANCE COMMITTEE REPORT: None

10.b. INTER-AGENCY MEETINGS: None – Staff was directed to remove this item from future agendas.

11. CONSENT CALENDAR: The consent item will carry to the next agenda:

a. Approve Minutes of January 13, 2020.

12. FUTURE AGENDA ITEMS:

13. COMMISSIONER COMMENTS: None

6.c. CONTINUATION OF FILLING VACANCY ON COMMISSION: The three applicants left the building and were informed as they exited that staff will reach out to each of them to let them know the commissions recommendation. Discussion continued between the commissioners. A motion was made by the commission to recommend appointment of Tom List to fill the vacant seat as commissioner and to have both Sarah-Louise Humann and Karen Klaiber serve as alternates.

14. ADJOURNMENT: The meeting was adjourned at 8:54 PM until March 11, 2020.

Respectfully submitted,

James Barnhill

March 4, 2020