SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVE * SEASIDE, CA 93955
Telephone (831) 899-6825

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REGULAR **MEETING AGENDA**
Board of Directors
Tuesday, November 13, 2018, 9:30 AM
City of Seaside Conference Room
440 Harcourt Ave, Seaside, CA 93955

1. CALL TO ORDER

Ralph Rubio	Chair
Jerry Blackwelder	First Vice Chair
Pat Lintell	Second Vice Chair

2. ROLL CALL

3. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

4. PUBLIC COMMENT

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. CONSENT AGENDA

A. APPROVAL OF MINUTES FROM THE OCTOBER 9, 2018 REGULAR MEETING.

PURPOSE: To review and approve the minutes from the October 9, 2018 Regular Meeting.

RECOMMENDATION: That the minutes be reviewed and approved.

B. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR OCTOBER 2018.

PURPOSE: Receive Seaside County Sanitation District Operations Report for October 2018.

RECOMMENDATION: Accept reports. This item is presented for information only.

6. CORRESPONDENCE

A. FATS, OIL & GREASE PROGRAM CORRESPONDENCE

7. STAFF REPORTS

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

A. RECOGNITION OF BOARD MEMBER RUBIO FOR SEVEN YEARS OF SERVICE TO THE THE SEASIDE COUNTY SANITATION DISTRICT

PURPOSE: The purpose of this item is to recognize Board Member Rubio for his seven years of service to the Seaside County Sanitation District.

RECOMMENDATION: It is recommended that the District Board recognize and express appreciation to Mr. Rubio for his seven years of dilligent service to the Seaside County Sanitation District.

8. BOARD MEMBERS COMMENTS

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
December 11, 2018
Seaside City Hall
9:30 AM

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. SCSD's meetings are held at an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. Agenda related writings or documents provided to the SCSD Board of Directors are available for public inspection during the meeting or may be requested from the office of the District Clerk This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.

Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.

DRAFT MINUTES
SEASIDE COUNTY SANITATION DISTRICT
Tuesday, October 9, 2018 9:30 AM
REGULARMEETING

1. CALL TO ORDER

The meeting was called to order at 9:30 AM

2. ROLL CALL

Present: Lintell, Blackwelder, Rubio

3. REVIEW OF AGENDA

No changes were requested.

4. PUBLIC COMMENT

There were no public comments.

5. CONSENT AGENDA

On motion by Second Vice Chair Pat Lintell and seconded by First Vice Chair Jerry Blackwelder and passed by the following vote the Seaside County Sanitation District voted unanimously to approve the consent agenda with the addition of a finding made by the Board on item G - project is exempt from CEQA pursuant to California Code Regulations Section 15301 Class One Exemption.

RESULT:	**Approved**
AYES:	Ralph Rubio, Pat Lintell, Jerry Blackwelder
NOES:	None
ABSENT:	None

A. APPROVAL OF MINUTES FROM THE AUGUST 14, 2018 REGULAR MEETING.

Action: Approved

B. APPROVAL OF AUGUST 2018 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT.

Action: Approved

C. APPROVAL OF SEPTEMBER 2018 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT.

Action: Approved

D. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR AUGUST 2018 AND SEPTEMBER 2018.

Action: Received

E. CONTRACT AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED FORTY-SIX THOUSAND EIGHT HUNDRED FORTY DOLLARS ($46,840) FOR CONSTRUCTION MANAGEMENT FOR THE HIGHWAY 1 SEWER CLEANING PROJECT

Action: Authorized/Adopted

F. CONSIDER EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH MONTEREY

ONE WATER FOR PARTICIPATION IN THE PUBLIC EDUCATION PROGRAM FOR FISCAL YEAR 2018-2019

Action: Authorized

G. CONSIDER APPROVAL OF A CONSTRUCTION CONTRACT AGREEMENT WITH SANACT, INCORPORATED FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED NINETY EIGHT THOUSAND SEVEN HUNDRED NINETY DOLLARS ($198,790) FOR THE SEWER CLEANING AND VIDEO INSPECTION PROJECT AT HIGHWAY 1

Action: Authorized/Adopted

6. NEW BUSINESS

7. STAFF REPORTS

None

8. CORRESPONDENCE

A. LETTER TO RESTAURANT BUSINESS OWNERS DISCHARGING TO DEL MONTE LIFT STATION.

Assistant Civil Engineer, Scott Ottmar, informed Board that letters were sent out to businesses asking them to submit their maintenance records and expect an inspection over the next several weeks.

9. BOARD MEMBERS COMMENTS

None

10. ADJOURNMENT

On motion, the meeting was adjourned at 9:34 a.m.

Respectfully Submitted,

_____ _____

Lesley E. Milton-Rerig, District Clerk **Ralph Rubio, Chair**

SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT

Item No.: 5.B.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Richard Riedl, District Engineer
Billy Thomas, Junior Engineer

DATE: November 13, 2018

SUBJECT: **RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR OCTOBER 2018.**

PURPOSE

Receive Seaside County Sanitation District Operations Report for October 2018.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

Attached is the Seaside County Sanitation District Operations report and flush map for October 2018.

FISCAL IMPACT

There is no fiscal impact associated with this item.

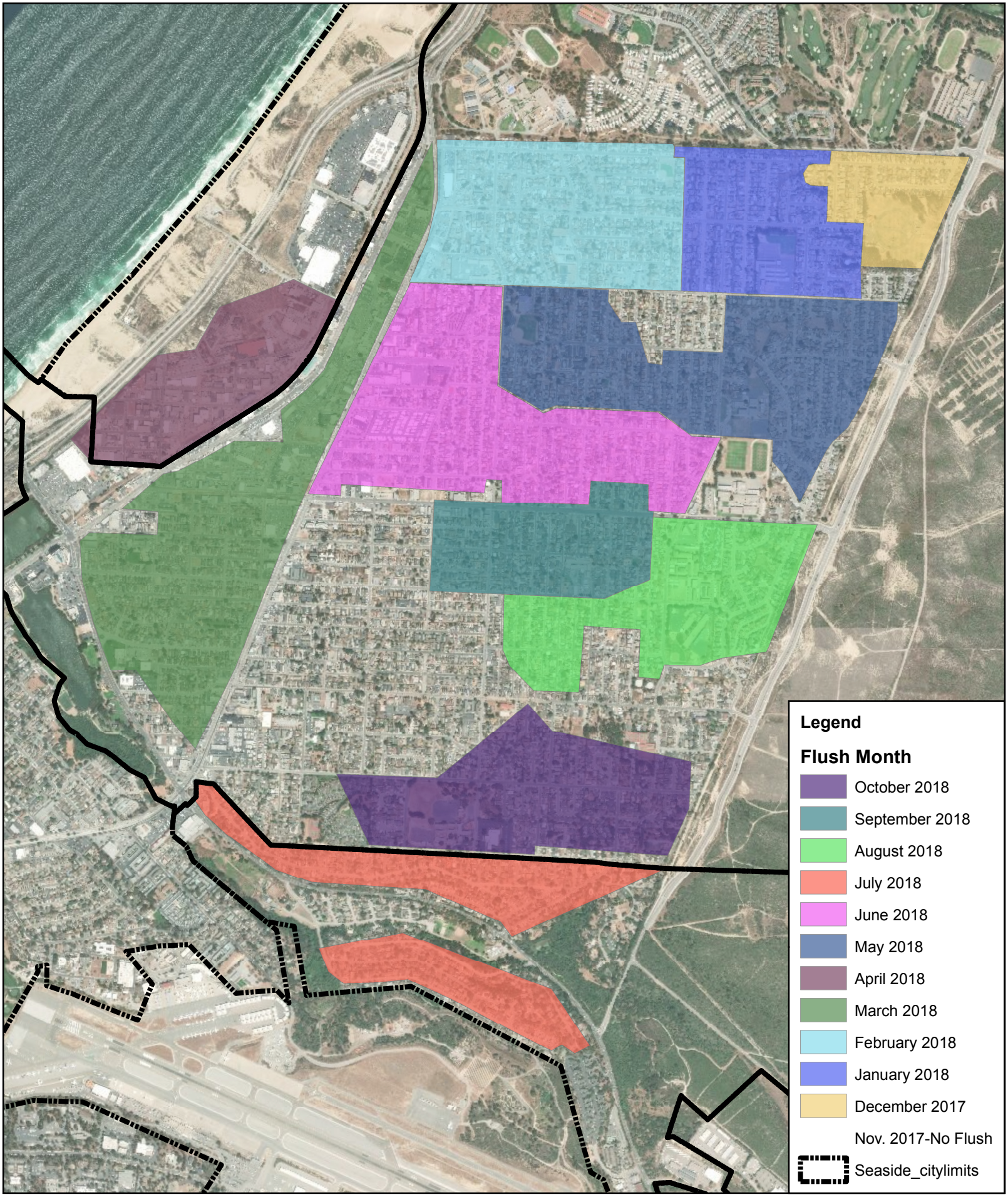
ATTACHMENTS

1. Flush Map October_18-19
2. Monthly Sanitation Report October_18-19

Reviewed for Submission By:

_____

Craig Malin, District Manager



SEASIDE COUNTY SANITATION DISTRICT

0 1,250 2,500 Feet

Source: SCSD, AMBAG

Flush Map

Exhibit

Seaside County Sanitation District
Operations Report

Fiscal Year 2018/2019 Month of October

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded		0		0		0	0	0
Main Line Jetted		0		0	15,043	88,559	15,043	88,559
Main Line Video		0		0		0	0	0
Main Lines Treated for Grease Controll (Jet Power II)	185	894	277	1,108	3,570	13,054	4,032	15,056
Stoppages								
Main Line		1		0		0	0	1
Laterals		0		0	3	7	3	7

Sewer Repairs
None

Sewers Video
None

Stoppage Locations

Del Rey Oaks
None

Sand City
None

Seaside
1772 Mendocino St. - Lateral
1184 Phoenix Ave - Lateral
1115 Olympia Ave - Lateral

Overflow Locations

Del Rey Oaks
None

Sand City
None

Seaside
None

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October 30,2018

Blanca Lopez
1175 Fremont Blvd
Seaside, CA 93955

Subject: Kentucky Fried Chicken
Re: Grease Source Control Program Requirements

Dear Ms. Lopez,

The Seaside County Sanitation District (SCSD) has contracted with Monterey One Water to implement its Fats, Oils, and Grease (FOG) Source Control Program. This letter is a follow up to the recent inspection of your restaurant that was conducted October 23, 2018. The purpose of this letter is to inform you of the results of that inspection as well as relay ongoing requirements for the grease removal equipment.

The preliminary inspection by Monterey One Water personnel identified proper installation, equipment size and maintenance of the 1,500 gallon grease interceptor. Please submit the last 3 pump out manifests by November 30, 2018 and continue to submit all future maintenance records on an annual basis or as requested by the SCSD. Current pump out frequency is set for every 3 months. Copies may be faxed to 831-899-6211, emailed to SCSD@ci.seaside.ca.us or mailed to 440 Harcourt Avenue, Seaside, CA 93955, attention SCSD.

If maintenance records are not submitted in a timely matter, the SCSD may take additional action. If necessary, additional inspections of your existing grease removal equipment may be conducted to ensure that the equipment is fully operational and in good repair.

Your attention to this matter is greatly appreciated and will help the Seaside County Sanitation District avoid costly main line stoppages and sewer overflows. Please contact Kristen Rice at krice@ci.seaside.ca.us or at 899-6727 to coordinate submittal of maintenance records.

Sincerely,

Scott Ottmar, Senior Civil Engineer

Cc: Rick Riedl, District Engineer

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October 30,2018

Angel Flores
1349 Canyon Del Rey Blvd
Seaside, CA 93955

Subject: Chili's Restaurant
Re: Grease Source Control Program Requirements

Dear Mr. Flores,

The Seaside County Sanitation District (SCSD) has contracted with Monterey One Water to implement its Fats, Oils, and Grease (FOG) Source Control Program. This letter is a follow up to the recent inspection of your restaurant that was conducted October 11, 2018. The purpose of this letter is to inform you of the results of that inspection as well as relay ongoing requirements for the grease removal equipment.

The preliminary inspection by Monterey One Water personnel identified proper installation, equipment size and maintenance of the 3,000 gallon grease interceptor. The inspector noted that the lids to the trash enclosure were open. Please be diligent to keep the lids closed to prevent storm water pollution. Please submit the last 3 pump out manifests by November 30, 2018 and continue to submit all future maintenance records on an annual basis or as requested by the SCSD. Current pump out frequency is set for every 3 months. Copies may be faxed to 831-899-6211, emailed to SCSD@ci.seaside.ca.us or mailed to 440 Harcourt Avenue, Seaside, CA 93955, attention SCSD.

If maintenance records are not submitted in a timely matter, the SCSD may take additional action. If necessary, additional inspections of your existing grease removal equipment may be conducted to ensure that the equipment is fully operational and in good repair.

Your attention to this matter is greatly appreciated and will help the Seaside County Sanitation District avoid costly main line stoppages and sewer overflows. Please contact Kristen Rice at krice@ci.seaside.ca.us or at 899-6835 to coordinate submittal of maintenance records.

Sincerely,

Scott Ottmar, Senior Civil Engineer

Cc: Rick Riedl, District Engineer

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October 30,2018

Jon Garner
1441 Canyon Del Rey Blvd
Seaside, CA 93955

Subject: Embassy Suites
Re: Grease Source Control Program Requirements

Dear Mr. Garner,

The Seaside County Sanitation District (SCSD) has contracted with Monterey One Water (M1W) to implement its Fats, Oils, and Grease (FOG) Source Control Program. This letter is a follow up to the recent inspections of your facility conducted October 11 & 18, 2018. The purpose of this letter is to inform you of the results of those inspections as well as relay ongoing requirements for maintenance of grease removal equipment.

The initial inspection revealed a 24 inch grease mat accumulation within the 1,500 gallon interceptor. Additionally, the manhole covers were not seated flush with the frame. On that date, your business was directed to have the interceptor cleaned by October 18, 2018. The follow-up inspection showed the effluent chamber remained packed with grease. As noted on the follow-up inspection record, the effluent chamber was to be cleaned and intermediate T cleared of obstruction by November 1, 2018. You are requested to complete the following:

1. Clean manhole covers to allow them to sit flush with the frame of the interceptor.
2. Provide records for the 5 most recent interceptor pump outs.

Current pump out frequency shall be every 3 months. Please submit future maintenance records on an annual basis or as requested by the SCSD. Copies may be faxed to 831-899-6211, emailed to SCSD@ci.seaside.ca.us or mailed to 440 Harcourt Avenue, Seaside, CA 93955, attention SCSD.

Should the SCSD observe continued grease accumulation in the sanitary sewer system, additional actions may be required. If necessary, additional inspections of your grease removal equipment may be conducted to ensure the equipment is fully operational and in good repair.

Your diligent and responsive efforts are appreciated and will help the Seaside County Sanitation District avoid costly main line stoppages and sewer overflows. Please contact Kristen Rice at krice@ci.seaside.ca.us or at 899-6835 with any questions.

Sincerely,

Scott Ottmar, Senior Civil Engineer

Cc: Rick Riedl, District Engineer

Encl: Inspection records of October 11 & 18, 2018

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October ,2018

Debra Iwankouitsch
1504 Canyon Del Rey Blvd
Seaside, CA 93955

Subject: Starbucks
Re: Grease Source Control Program Requirements

Dear Ms. Iwankouitsch,

The Seaside County Sanitation District (SCSD) has contracted with Monterey One Water to implement its Fats, Oils, and Grease (FOG) Source Control Program. This letter is a follow up to the recent inspection of your restaurant that was conducted October 18, 2018. The purpose of this letter is to inform you of the results of that inspection as well as relay ongoing requirements for the grease removal equipment.

The inspection by Monterey One Water personnel identified proper installation of the 320 gallon grease interceptor. However, the inspector noted a 12 inch grease mat on the effluent side of the interceptor indicating improper maintenance. As noted within the inspection record, your business has been directed to have effluent chamber cleaned by November 1, 2018.

Current pump out frequency is set for every 3 months. Please submit documentation of the last 3 pump outs by November 30, 2018 and continue to submit all future maintenance records on an annual basis or as requested by the SCSD. Copies may be faxed to 831-899-6211, emailed to SCSD@ci.seaside.ca.us or mailed to 440 Harcourt Avenue, Seaside, CA 93955, attention SCSD.

If maintenance records are not submitted in a timely manner, the SCSD may take additional action. If necessary, additional inspections of your existing grease removal equipment may be conducted to ensure that the equipment is fully operational and in good repair.

Your attention to this matter is greatly appreciated and will help the Seaside County Sanitation District avoid costly main line stoppages and sewer overflows. Please contact Kristen Rice at krice@ci.seaside.ca.us or at 899-6835 to coordinate submittal of maintenance records.

Sincerely,

Scott Ottmar, Senior Civil Engineer

Cc: Rick Riedl, District Engineer

Encl: Inspection record dated October 18, 2018

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District Clerk
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October 30,2018

Jennifer Kadosh
1180 Fremont Blvd
Seaside, CA 93955

Subject: Googie Grill
Re: Grease Source Control Program Requirements

Dear Ms. Kadosh,

The Seaside County Sanitation District (SCSD) has contracted with Monterey One Water to implement its Fats, Oils, and Grease (FOG) Source Control Program. This letter is a follow up to the recent inspection of your restaurant that was conducted October 23, 2018. The purpose of this letter is to inform you of the results of that inspection as well as relay ongoing requirements for the grease removal equipment.

The inspection by Monterey One Water personnel identified proper installation of the 90 gallon grease trap. Due to its small size, the trap shall be inspected and cleaned on a weekly basis. Document inspections and maintenance on the Maintenance Log provided by the inspector. This log is to be retained onsite and submitted on an annual basis or as requested by SCSD. Please provide a copy of the Maintenance Log by December 7, 2018. Copies may be faxed to 831-899-6211, emailed to SCSD@ci.seaside.ca.us or mailed to 440 Harcourt Avenue, Seaside, CA 93955, attention SCSD.

If maintenance records are not submitted in a timely manner, the SCSD may take additional action. If necessary, additional inspections of your grease removal equipment may be conducted to ensure that the equipment is fully operational and in good repair.

Your attention to this matter is greatly appreciated and will help the Seaside County Sanitation District avoid costly main line stoppages and sewer overflows. Please contact Kristen Rice at krice@ci.seaside.ca.us or at 899-6835 to coordinate submittal of maintenance records.

Sincerely,

Scott Ottmar, Senior Civil Engineer

Cc: Rick Riedl, District Engineer