



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA, HELD AND CONVENED AT THE SOSCOL RECYCLED WATER FACILITY ADMINISTRATION OFFICE, WEDNESDAY, AUGUST 5, 2015 CALLED TO ORDER AT 4:03 PM.

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; KEITH CALDWELL, Vice-Chair; and CHUCK GRAVETT, Director. ALSO PRESENT: TIMOTHY HEALY, General Manager and JOHN BAKKER, Legal Counsel.

ABSENT: PETER MOTT and CHUCK SHINNAMON, Directors .

3. **REVIEW OF AGENDA:** No changes.

4. **SAFETY MOMENT:** Skin Cancer Awareness.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** Introduction of new Associate Engineer, Matthew Lemmon.

7. **CONSENT CALENDAR:**

- a. **MR 15-069:**
APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON JULY 1, 2015.
- b. **Receive County of Napa Voucher Register Dated 6/16/15 through 7/20/15.**
- c. **RES. 15-018:**
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT ADOPTING PAY SCHEDULES EFFECTIVE JUNE 20, 2015.
- d. **MR 15-070:**
AUTHORIZE PURCHASING AGENT TO EXECUTE TASK ORDER NO. 1 WITH NBS TO PROVIDE PROFESSIONAL SERVICES FOR THE

COST OF SERVICE AND RATE STUDY FOR SEWER SERVICE AND CAPACITY CHARGES, IN THE AMOUNT OF \$79,590.

- e. **MR 15-071:**
ACCEPT FOR MAINTENANCE AND OPERATION – STANLY RANCH RESORT RECYCLED WATER AND SANITARY SEWER FORCE MAIN PROJECT (REACH 2) AND RELEASE FINANCIAL SECURITY UPON RECEIPT OF A MAINTENANCE BOND.

- f. **MR 15-072:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER NO. 48 WITH GHD TO PROVIDE PROFESSIONAL SERVICES FOR THE BROWNS VALLEY TRUNK PROJECT (CIP 14703) HAZMAT AND CEQA SERVICES IN THE AMOUNT OF \$147,792.

- g. **RES. 15-019:**
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT AUTHORIZING EXECUTION OF QUITCLAIM DEED OVER A PORTION OF APN 060-010-001, A RESOLUTION GRANTING SAID INTEREST IN AND OVER SAID REAL PROPERTY TO SILVERADO TRAIL INVESTMENT GROUP, LCC.

- h. **MR 15-073:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER NO. 15 WITH CAROLLO ENGINEERS TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE SARCO CREEK PIPELINE REPLACEMENT PROJECT (CIP 15703) IN THE AMOUNT OF \$91,264.

- i. **Receive status report on the Phase 1 Water Expansion Project (CIP 13714) for the month of June 2015.**

- j. **Receive status report on the Influent Pump Station (IPS) Expansion Project (CIP 13724) for the month of June 2015.**

- k. **Receive status report on the Los Carneros Water District Recycled Water Project (CIP 15718) for the month of June 2015.**

- l. **Receive status report on the MST Recycled Water Project (CIP 14726) for the month of June 2015.**

- m. **Receive General Manager's Report for June, 2015.**

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: CALDWELL, GRAVETT, TECHEL
NOES: NONE
ABSENT: MOTT, SHINNAMON
ABSTAIN: NONE

8. **REGULAR CALENDAR:**

- a. **MR 15-074:**
CONDUCT PUBLIC HEARING ON WRITTEN REPORT CONTAINING A DESCRIPTION OF EACH PARCEL OF REAL PROPERTY WITHIN THE DISTRICT RECEIVING SEWER SERVICES AND THE AMOUNT OF THE CHARGE FOR EACH PARCEL FOR FY 2015-16; NO PROTESTS RECEIVED; CLOSE PUBLIC HEARING.

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, TECHEL, CALDWELL
NOES: NONE
ABSENT: MOTT, SHINNAMON
ABSTAIN: NONE

- RES. 15-020:**
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT OVERRULING PROTESTS TO WRITTEN REPORT TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2015-16, ACCEPTING REPORT AND DIRECTING THAT THE REPORT BE FILED WITH THE COUNTY OF NAPA.

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, TECHEL, CALDWELL
NOES: NONE
ABSENT: MOTT, SHINNAMON
ABSTAIN: NONE

Cyndi Bolden, Senior Accountant, presented the item to the Board of Directors. Chair Techel opened the public hearing to hear any protests. Hearing no protests, Chair Techel closed the public hearing.

- b. **MR 15-075:**
APPROVE THE NAPA SANITATION DISTRICT'S RESPONSE TO THE GRAND JURY MARCH 31, 2015 REPORT "MANAGEMENT OF GROUNDWATER AND RECYCLED WATER: IS NAPA COUNTY IN GOOD HANDS?"

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, TECHEL, CALDWELL
NOES: NONE
ABSENT: MOTT, SHINNAMON
ABSTAIN: NONE

Tim Healy, General Manager, presented a discussion on the District's draft response to the Napa County Grand Jury Report. He reviewed the findings and the

recommendations stated in the report. Board and staff held discussion regarding the draft response. Board recommended that staff add language explaining the substantial costs for increased recycled water storage. The Board directed staff to update the response as discussed and send the response to the Presiding Judge of the Napa County Superior Court.

- c. **MR 15-076:**
APPROVE THE PROJECT, CONCUR WITH STAFF'S DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE SOSCOL WATER RECYCLING FACILITY EARTHQUAKE REPAIR PROJECT, WHEN APPROPRIATE.

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, CALDWELL, TECHEL
NOES: NONE
ABSENT: MOTT, SHINNAMON
ABSTAIN: NONE

Kyle Broughton, Associate Engineer, gave a presentation on the earthquake repair project staff has been working on. He reviewed the damage the Treatment Facility and Collection System sustained from the August 24, 2014 earthquake. He reported that minor damage was repaired by staff and reimbursed by FEMA/Cal OES. He reviewed the structural damage to the digester tower/bridge, filter influent pipe supports, electrical conduit supports and other minor structural damage. He also reviewed the schedule to date and future schedule moving forward. The engineer's estimate for the project is \$432,000. Project costs will be reimbursed at 93.75% by FEMA/CalOES.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported the new Influent Pump Station (IPS) is up and running. All the testing and protocols have been completed and we now have 60 MGD capacity. Demolition of the old IPS will commence.
- b. Healy reported there will be an NBWRA Congressional Tour held on Thursday, August 20th and discussion of Napa area projects will be the topic at one of the stops on the tour. Jeff Tucker and Andrew Damron will attend the tour and speak on behalf of the District. Chair Techel will also be in attendance.
- c. Healy reported on an article in the Santa Rosa Press Democrat by Mark Milan regarding recycled water fill stations. He reported the District has received only 10 requests from the public for recycled water refill station access. Discussion was held on the District's process for allowing a fill station open to the public and the availability of a recycled water fill station in American Canyon.

10. **LEGAL COUNSEL REPORT:**

- a. None.

11. **BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION:**

- a. Board members discussed the LAFCO meeting regarding the District's sphere of influence and possible revisions. The Board requested staff bring a presentation to the Board regarding the report LAFCO discussed.
- b. Vice-Chair Caldwell reported that the North Bay Watershed Association will hold its semi-annual meeting in Napa on April 22, 2016. He recommended that the District have an information booth at the meeting.

12. UPCOMING MEETINGS:

- a. CASA Conference – August 19-21, 2015
- b. Regular Board meeting – September 2, 2015
- c. North Bay Watershed Association Board meeting – September 11, 2015
- d. Regular Board meeting – September 16, 2015
- e. Regular Board meeting – October 7, 2015

13. ADJOURNMENT TO CLOSED SESSION (5:14 p.m.):

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One (1) Case
Facts and circumstances: Correspondence from Richard Van Duzer to District Counsel, dated January 8, 2015

14. RECONVENE TO OPEN SESSION (5:31 p.m.):

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION:

Legal Counsel reported that the Board took no reportable action in Closed Session.

16. ADJOURNMENT (5:31 p.m.)

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, September 2, 2015 at 4:00 p.m. for a Regular Meeting at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

CHAIR

ATTEST:

Clerk of the Board