



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, SEPTEMBER 2, 2015 CALLED TO ORDER AT 4:00 PM.

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: PETER MOTT, Director.

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

4. **SAFETY MOMENT:** What to do during an earthquake.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 15-077:**  
**APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON AUGUST 5, 2015.**
- b. **Receive County of Napa Voucher Register Dated 7/21/15 through 8/17/15.**
- c. **MR 15-078:**  
**ACCEPT THE EMPLOYEE AND BOARD OF DIRECTORS REIMBURSEMENT REPORT FOR FY 2014-15.**
- d. **RES. 15-021:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT ADOPTING A BUDGET AMENDMENT REPRESENTING FY 2014-15 ADJUSTMENTS FOR DEPRECIATION EXPENSE.**

- e. **RES. 15-022:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT ADOPTING A BUDGET AMENDMENT REPRESENTING OPERATING AND CAPITAL APPROPRIATION CARRY FORWARDS FROM FY 2014-15 TO FY 2015-16.**
- f. **RES. 15-023:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT AUTHORIZING DIRECTOR OF ADMINISTRATIVE SERVICES/CFO TO SUBMIT AN APPLICATION FOR FINANCIAL ASSISTANCE TO THE STATE WATER RESOURCES CONTROL BOARD FOR THE RECYCLED WATER PUMP STATION EXPANSION – NORTH/SOUTH SPLIT (CIP #14727).**
- g. **RES. 15-024:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT AUTHORIZING EXECUTION OF QUITCLAIM DEED OF A PORTION OF TERRITORY APN 046-541-004, 046-541-005, 046-541-044 AND 046-541-045, ADDRESSES 300 SOSCOL AVENUE, 308 SOSCOL AVENUE, 1995 KANSAS COURT AND 1989 KANSAS COURT, NAPA COUNTY, CALIFORNIA.**
- h. **RES. 15-025:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT AUTHORIZING EXECUTION OF QUITCLAIM DEED OF A PORTION OF TERRITORY APN 042-312-011, 042-312-036, 042-312-037, AND 042-312-038, ADDRESS 2662 FIRST STREET, NAPA COUNTY, CALIFORNIA.**
- i. **MR 15-079:**  
**ACCEPT THE DEVLIN ROAD RECYCLED WATER IMPROVEMENTS, BY BARREL TEN QUARTER CIRCLE LAND COMPANY, INC., FOR MAINTENANCE AND OPERATION; AND AUTHORIZE RELEASE OF BONDS IN THE AMOUNT OF \$535,730, WHEN APPROPRIATE.**
- j. **Receive status report on the MST Recycled Water Project (CIP 14726) for the month of July 2015.**
- k. **Receive status report on the Phase 1 Water Expansion Project (CIP 13714) for the month of July 2015.**
- l. **Receive status report on the Influent Pump Station (IPS) Expansion Project (CIP 13724) for the month of July 2015.**
- m. **Receive status report on the Los Carneros Water District Recycled Water Project (CIP 15718) for the month of July 2015.**
- n. **Receive and file the Quarterly Report and Priority Project Status for April, May and June 2015.**

o. **Receive General Manager's Report for July, 2015.**

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

AYES: CALDWELL, GRAVETT, LUROS, SHINNAMON, TECHEL  
NOES: NONE  
ABSENT: MOTT  
ABSTAIN: SHINNAMON (Item 7A) and LUROS (Items 7A and 7H)

8. **REGULAR CALENDAR:**

a. **RES. 15-026:**

**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF NAPA SANITATION DISTRICT ELECTING TO RESCIND THE HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE ANNUITANTS UNDER SECTION 22893 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT.**

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

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

Jeff Tucker, Director of Administrative Services/CFO, introduced Glenn Berkheimer of IEDA, the District's labor negotiator. Mr. Berkheimer explained to the Board the need to rescind the vesting requirement with CalPERS in order to put the retiree medical benefit in place that was negotiated with the District's current Memorandum of Understandings with Teamsters Local 315 and AMPNSD. Mr. Berkheimer also discussed the next agenda item to approve Side Letters of the MOU's. The Side Letters are the final step in putting in place the retiree medical benefit.

b. **MR 15-080:**

**APPROVE SIDE LETTER NO. 2 TO MEMORANDUM OF UNDERSTANDINGS WITH TEAMSTERS LOCAL 315 RANK & FILE AND SUPERVISORS UNITS, AND ASSOCIATION OF MANAGEMENT PROFESSIONALS OF NAPA SANITATION DISTRICT (AMPNSD).**

Motion by LUROS, seconded by SHINNAMON, by the following vote:

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

c. **Discussion of Sewer Service Charge and Capacity Charge Rate Study.**

Jeff Tucker, Director of Administrative Services/CFO, gave a brief presentation

on the purpose of the rate study. Tucker introduced Greg Clumpner, Director of the Utility Rate Practice Group at NBS, a financial consulting firm that works with public agencies. NBS responded to the District's RFP and was chosen as the consulting firm to assist the District with the rate study.

Mr. Clumpner presented an overview of the rate study tasks and objectives, scope of work and discussion topics. The Board and consultant held discussion on the process and schedule of discussions for the rate study. Mr. Clumpner indicated there will be discussions at the Board meetings on October 21<sup>st</sup>, November 10<sup>th</sup> and the final discussion and report will be on December 16<sup>th</sup>.

d. **Receive presentation from staff and discuss renewal & replacement policy options for sewers.**

Jeff Tucker, Director of Administrative Services/CFO, and Andrew Damron, Senior Civil Engineer, gave a presentation to the Board regarding the renewal and replacement of sewers, including replacements for both I&I (inflow/infiltration) reduction and renewal/rehabilitation purposes. Staff provided information on expected long-term replacement needs of the District's sewer mains, along with information on replacement and rehabilitation costs. Damron presented information on the recent failures and repairs to our system. Board and staff discussed the target percentage of sewer replacements per year. Staff reiterated that they are not looking for a decision from the Board at this time on the percentage of replacements per year, but the comments received would help plan for the next discussion on this topic. The Board requested information on the cost differential on some of the recent major repair projects.

e. **Receive presentation from staff on the LAFCO Sphere of Influence Review and Update.**

Andrew Damron, Senior Civil Engineer, gave a presentation on the August, 2015 report from LAFCO on the Napa Sanitation District's Sphere of Influence. He reported that the LAFCO report considers seven (7) study areas regarding the District's Sphere of Influence. LAFCO's report recommends proposed adding the Cuttings Wharf and Dry Creek Road as study areas. The report does not recommend any other changes to the District's Sphere of Influence at this time.

General Manager Healy reported that the only area the District requested review is the Monticello Road area, as the District receives requests regularly from property owners to provide service in this area. He commented that the District generally does not take positions on land use discussions, and that the District's role is to make sewer service available to whichever parcels the city, county, and/or LAFCO determines appropriate.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported the District's annual Open House will be Saturday, October 17<sup>th</sup> from 10:00 a.m. to 2:00 p.m. Notice will be given in the District's Pipeline Newspaper going out September 28<sup>th</sup>.
- b. Healy reported that previous General Manager and Board member Dennis

Scherzinger recently passed away. Dennis served as Engineer Manager from March 1982 until May 1989, and County appointee to the Board of Directors from November 2001 until December 2007.

10. **LEGAL COUNSEL REPORT:**

- a. None.

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

- a. Directors Gravett, Caldwell and Shinnamon reported on the CASA Conference in San Diego, CA. They all commented that it was a great conference.
- b. Director Shinnamon commented on recycled water signs at Jameson Ranch. He commented it would be nice to also have signs at the Kennedy Park and Napa Golf Course areas.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association Board meeting – September 11, 2015
- b. Regular Board meeting – September 16, 2015
- c. Regular Board meeting – October 7, 2015 (may cancel)
- d. Regular Board meeting – October 21, 2015
- e. NBWRA Board meeting – October 26, 2015

13. **ADJOURNMENT TO CLOSED SESSION (6:02 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 (6:10 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 (6:10 p.m.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, September 16, 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