



AGENDA

1515 Soscol Ferry Road, Napa, CA 94558
(707) 258-6000

| <u>Chair</u> | <u>Vice-Chair</u> | <u>Director</u> | <u>Director</u> | <u>Director</u> |
|--------------------------------------|------------------------------------------------|---------------------------------------------|----------------------------------------------------------|---------------------------------------------------------|
| Jill Techel Mayor City of Napa | Keith Caldwell Supervisor County of Napa | Peter Mott Councilmember City of Napa | Charles Gravett, III Public Appointee City of Napa | Charles Shinnamon Public Appointee County of Napa |
| Tim Healy General Manager | | Cheryl Schuh Board Secretary | John Bakker Legal Counsel | |

REGULAR MEETING **Wednesday, October 21, 2015** **1515 SOSCOL FERRY ROAD**

GENERAL INFORMATION

The Board of Directors meets the first and third Wednesdays of the month at 4:00 P.M. at 1515 Soscol Ferry Road, Napa, California. Napa Sanitation District encourages and appreciates interest in their meetings.

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available from the Secretary of the Board. Requests for disability-related modifications or accommodations, aids or other special arrangements or services may be made by contacting the Board Secretary's office no less than 72 hours prior to the meeting date by calling (707) 258-6000 (253-6088TDD), by writing to Cheryl Schuh at 1515 Soscol Ferry Road, Napa, CA 94558, or by email to *cschuh* at *napasan.com*.

Any writing that is a public record relating to a Board open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Offices at 1515 Soscol Ferry Road, Napa, CA.

If a citizen wishes to challenge the nature of actions taken by the Board of Directors in court, they may be limited to raising only those issues they or someone else raised at the public discussion of the item, or in written correspondence delivered to the Napa Sanitation District during or prior to the action being taken by the Board.

In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

1. OPEN SESSION - 4:00 PM**2. ROLL CALL****3. REVIEW OF AGENDA****4. SAFETY MOMENT - Strains and Over-exertion**

Although a typical office job may not involve lifting large or especially heavy objects, it's important to follow the principles of safe lifting. Small, light loads (i.e., stacks of files, boxes of computer paper, books) can wreak havoc on your back, neck, and shoulders if you use your body incorrectly when you lift them. Backs are especially vulnerable; most back injuries result from improper lifting. Before you pick up a carton or load, ask yourself these questions:

- Is this too heavy for me to lift and carry alone?
- How high do I have to lift it?
- How far do I have to carry it?

If you feel that the lift is beyond your ability, contact your supervisor or ask another employee to assist you.

The District is Lost-Time Accident Free Since April 21, 2015.

5. PUBLIC COMMENT PERIOD (five minute per person limitation)

Pursuant to Section 54954.3 of the Brown Act, this is the time allotted for the public to address the Board on any subject relevant to the District that is not on the agenda. The Board can take no action on your subject, but Boardmembers may briefly respond to statements made or questions posed by the public, ask for clarification from staff, refer the matter to staff, or request staff to report back on the matter.

6. SPECIAL PRESENTATIONS**A. 4:00 PM**

Introduction of new employee Stephanie Turnipseed, Pollution Prevention & Outreach Specialist

7. CONSENT CALENDAR

- A.** Approval/Correction of Minutes from the Regular Meeting on September 16, 2015.
- B.** Receive County of Napa Voucher Register Dated 09/01/15 through 10/05/15.
- C.** Adopt Resolution Accepting Completion and Directing General Manager/District Engineer to file the Notice of Completion at the Office of the Recorder, Napa County, California for the North Napa CIPP Lining Project (CIP 14702).

- D. Authorize General Manager to sign two Lease Agreements for two Napa River outfalls with California State Lands Commission.
- E. Accept the Recycled Water Pipeline Extension at Abandoned Aviation Way (Greenwood Commerce Center), by McMorgan Northern California Value Add/Development Fund 1, Lp, for Maintenance and Operation; and authorize release of securities in the amount of \$220,444.40, upon receipt of a Maintenance Bond in the amount of 22,044.44.
- F. Authorize out-of-state travel to Atlanta, Georgia for Laboratory Supervisor Mark Koekemoer for the purpose of attending the Pittsburgh Conference on Analytical Chemistry and Applied Spectroscopy (Pittcon) from March 5-9, 2016.
- G. Concur with CEQA determination in City of Napa Resolution R2006 194 prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at \$29,500; and authorize Chair to sign the Improvement Agreement for the Juanita Street Subdivision.
- H. Receive status report on the Influent Pump Station (IPS) Expansion Project (CIP 13724) for the month of September 2015.
- I. Receive status report on the Los Carneros Water District Recycled Water Project (CIP15718) for the month of September 2015.
- J. Receive status report on the MST Recycled Water Project (CIP 14726) for the month of September 2015.
- K. Receive General Manager's Report for August, 2015.

8. REGULAR CALENDAR

- A. Consider request for relief on application for Capacity Charge at 3217 Browns Valley Road (APN 050-400-004) and Authorize General Manager to Execute Outside Service Agreement when appropriate.
- B. Receive presentation on sewer service rate study policy alternatives, and provide direction to staff.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. NBWRA Board Meeting (9/21/15)

- B. North Bay Watershed Association (10/02/15)

12. UPCOMING MEETINGS

- | NBWRA Board meeting - October 26, 2015
- | Regular Board meeting - November 4, 2015
- | North Bay Watershed Association - November 6, 2015
- | Regular Board meeting - November 18, 2015
- | Regular Board meeting - December 2, 2015

13. ADJOURN TO CLOSED SESSION (If necessary)

- 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

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, November 04, 2015 at 4:00 P.M.