



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, December 16, 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 - Portable Space Heaters**

Portable electric space heaters are a common secondary source of heat at home and in the work place. The use of Portable electric space heaters is regulated by the 2010 California Fire Code (CFC 605.10.1 – 10.4). To help ensure you're using portable electric space heaters in a safe and secure manner, follow the following safety fire codes and guidelines: All heaters shall be listed and labeled with a UL (Underwrites Laboratory) stamp or sticker, and shall be plugged directly into an approved receptacle. Portable, electric space heaters shall not be plugged into extension cords, and shall not be operated within 3 feet of any combustible materials. Lastly, portable, electric space heaters shall be operated only in locations for which they are listed.

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**

Ribbon Cutting for Influent Pump Station Project

7. CONSENT CALENDAR

- A.** Approval/Correction of Minutes from the Regular Meeting on December 2, 2015.
- B.** Receive County of Napa Voucher Register Dated 11/17/15 through 11/30/15.
- C.** Adopt Resolution Honoring Director Charles Shinnamon's Service to the Napa Sanitation District as the Napa County Board of Supervisors Public Appointee.
- D.** Approve the Siphon Vault Hatch Replacement Project (CIP 16718) and concur with Staff's determination that the Project is categorically exempt.

- E. Authorize the General Manager to execute Task Order 1 with Hazen and Sawyer to provide design engineering services for the Aeration Basin Diffuser, Instrumentation and Controls Project (CIP 15713) in the amount of \$163,567.
- F. 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 ACP Lining Project #1 (CIP 15721).
- G. Adopt Resolution Establishing Terms and Conditions and Ordering Annexation of Territory - 3217 Browns Valley Road (APN 050-400-004) - Browns Valley Road No. 12 - District Annexation 000019.
- H. Receive status report on the Los Carneros Water District Recycled Water Project (CIP15718) for the month of November 2015.
- I. Receive status report on the MST Recycled Water Project (CIP 14726) for the month of November 2015.

8. REGULAR CALENDAR

- A. Receive and discuss draft rates for Sewer Service Charges from rate consultant, and provide direction.
- B. 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 Basin "L" Pipeline Rehabilitation Project #4 (CIP 14701).
- C. Presentation of Resolution Honoring Director Charles Shinnamon's Eight Years of Service to the Napa Sanitation District District as the Napa County Board of Supervisors Public Appointee.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. North Bay Watershed Association (12/04/15)

B. NBWRA Board Meeting (12/14/15)

12. UPCOMING MEETINGS

- | North Bay Watershed Association meeting - January 8, 2016
- | Regular Board meeting - January 13, 2016
- | NBWRA Board meeting - January 25, 2016
- | Regular Board meeting - February 3, 2016

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Property: APN: 057-010-036 and part of APN# 057-010-037 (Somky Ranch)
Agency Negotiator: Tim Healy, General Manager
Negotiating parties: Capbridge
Under negotiation: Price and terms of payment

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, January 13, 2016 at 4:00 P.M.