



AGENDA

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

Chair Jill Techel Mayor City of Napa	Vice-Chair Ryan Gregory Supervisor County of Napa	Director Peter Mott Councilmember City of Napa	Director Mary Luros Public Appointee City of Napa	Director David Graves Public Appointee County of Napa
--	---	--	---	---

Tim Healy
General Manager

Cheryl Schuh
Board Secretary

John Bakker
Legal Counsel

REGULAR MEETING
Wednesday, March 1, 2017
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 - A Closer Look at Close Calls**

Anyone unfortunate enough to have experienced or witnessed a serious accident in the work place will not soon forget the event. However, unlike real accidents, near miss events don't result in damage to persons or property, after all, no real harm was done, right? This is a dangerous attitude because if we don't notice and correct whatever condition or behavior caused that close call, it's likely to be a closer call the next time, then closer yet, and so on. Eventually, we suffer a serious accident, with the trauma that goes along with it. Let's make every "close call" a call for action, after all, the only thing we at the Napa Sanitation District hold in higher regard than our customers, is the safety of our team members.

District is Lost-Time Accident Free Since April 15, 2015.

5. PUBLIC COMMENT PERIOD (three 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**7. CONSENT CALENDAR**

- A. Approval/Correction of Minutes from the Regular Meeting on February 15, 2017.
- B. Receive County of Napa Voucher Register Dated 1/31/17 through 2/13/17.
- C. Approve refund of \$13,428.10 for FY 2016-17, \$11,773.00 for FY 2015-16, \$6,859.37 for FY 2014-15 and \$7,418.30 for FY 2013-14 (total of \$39,478.77) for sewer service charges for Assessor Parcel Number 036-180-019, located at 1226 Salvador Avenue.
- D. Adopt the attached Best Management Practices (BMPs) for Sand Oil Separators to serve as pollutant control mechanisms per the District's Code, Section 4.04.090.
- E. Adopt the attached amended Best Management Practices (BMPs) for Vehicle Repair and Maintenance to serve as pollutant control mechanisms per the District's Code, Section 4.04.090.

- F. Receive and file the Quarterly Report and Priority Project Status for October, November, December 2016.
- G. Receive General Manager's Report for January, 2017.

8. REGULAR CALENDAR

- A. Receive presentation from staff and provide feedback on Asset Management Plan.
- B. Accept the annual Performance Measurement Report for 2016.
- C. Discuss NapaSan's potential participation in the next phase of NBWRA, and provide direction to representative.
- D. Award the construction contract (base bid plus bid alternate) for the 2017 Collection System Rehabilitation Project (CIP 17708) to K.J. Woods Construction, Inc. for the bid amount of \$4,728,000 and authorize the General Manager to execute the Agreement with the Contractor and issue the Notice to Proceed, when appropriate.
- E. Receive presentation from staff and discuss renewal and replacement policy for the sewer collection system.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

12. UPCOMING MEETINGS

- | North Bay Watershed Association Board meeting - March 3, 2017
- | Personnel Committee meeting - March 9, 2017
- | Regular Board meeting - March 15, 2017 (Board Workshop - 3 hour meeting with dinner)
- | NBWRA Board meeting - March 27, 2017
- | Regular Board meeting - April 5, 2017

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 Michael Durkee to District Counsel, dated March 16, 2016

B. 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

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, March 15, 2017 at 4:00 P.M.