



# AGENDA

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

<b><u>Chair</u></b> Jill Techel Mayor City of Napa	<b><u>Vice-Chair</u></b> Ryan Gregory Supervisor County of Napa	<b><u>Director</u></b> Peter Mott Councilmember City of Napa	<b><u>Director</u></b> Mary Luros Public Appointee City of Napa	<b><u>Director</u></b> David Graves Public Appointee County of Napa
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Tim Healy  
General Manager

Cheryl Schuh  
Board Secretary

John Bakker  
Legal Counsel

**REGULAR MEETING**  
**Wednesday, November 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 - Is There Ever an Excuse Not to Work Safely?**

In one sense or another we get confronted with this question every day. We have deadlines and a list of tasks that need to be accomplished, or the weather is nasty and we want to take a little short cut to get the job done quicker. All the pressures and temptations we face every day beg the same question: "Is there ever an excuse not to work safely?" We sometimes want to say, "Maybe just this one time I will take a chance. I can get away with it once." Statistics show that the vast majority of industrial injuries are the result of people doing something they know is unsafe. We may think that the rule can be broken just this once. However, the reason most company safety rules and occupational health and safety legislation exists is due to someone being seriously injured or killed because they did not follow safe work practices. If you think what you are about to do is unsafe, it probably is.

**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 September 27, 2017.
- B. Receive County of Napa Voucher Register Dated 9/12/17 through 10/16/17.
- C. Authorize out-of-state travel to Virginia for Technical Services Director Andrew Damron for the purpose of attending the Water and Wastewater Leadership Center from March 4 through March 16, 2018.
- D. Authorize the Purchasing Agent to execute Task Order No. 57 with GHD to provide Professional Services for the Inflow and Infiltration (I&I) Reduction Program (CIP 13705) for collection system flow monitoring in the amount of \$185,210.
- E. Concur with CEQA determination in City of Napa Resolution R2016-115, prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at

\$238,000; and authorize Chair to sign the Improvement Agreement and Private Main Agreement for the Register Square.

- F. Authorize an increase of change order signing authority for the General Manager from \$36,494.50 (10% of original contract) to a maximum of \$72,989 (20% of original contract) for the Earthquake Repairs Project (CIP 18727) for a potential total approved contract amount of \$437,934.
- G. Receive General Manager's Report for August 2017.

## **8. REGULAR CALENDAR**

- A. Receive presentation from staff and provide direction on sanitary sewer service for 410 Stonecrest Drive.
- B. Adopt Ordinance 107 Amending District Code Section 5.01 Sewer Service Charges and Section 5.02 Capacity Charges to add and modify commercial categories, by taking the following actions:
  - 1. Conduct second reading of ordinance, by title only, and waive full reading.
  - 2. Hold public hearing pursuant to rules for adopting ordinances.
  - 3. Close public hearing.
  - 4. Adopt Ordinance No. 107 to revise Section 5.01 Sewer Service Charges and Section 5.02 Capacity Charges
- C. Authorize the Purchasing Agent to execute Task Order No. 25 with Carollo to provide engineering design services for the 2018 Treatment Plant Improvement Project (CIP 18736) in the amount of \$237,200.
- D. Receive presentation from staff and provide direction on the schedule for the Browns Valley Trunk Project (CIP 14703).

## **9. GENERAL MANAGER REPORT**

## **10. LEGAL COUNSEL REPORT**

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

- A. North Bay Watershed Association (10/06/17)
- B. Personnel Committee meeting (10/26/17)

**12. UPCOMING MEETINGS**

- | North Bay Watershed Association meeting - November 3, 2017
- | Finance Committee meeting - November 14, 2017
- | Regular Board meeting - November 15, 2017
- | North Bay Watershed Association meeting - December 1, 2017
- | NBWRA Board meeting - December 4, 2017
- | Regular Board meeting - December 6, 2017

**13. ADJOURN TO CLOSED SESSION (If necessary)****A. CONFERENCE WITH LEGAL COUNCIL---ANTICIPATED LITIGATION**

Initiation of litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One (1) case.  
Facts and Circumstances: Correspondence from Michael Rupprecht to Tim Healy dated July 24, 2017

**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 15, 2017 at 4:00 P.M.**