



AGENDA

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

<u>Chair</u> Jill Techel Mayor City of Napa	<u>Vice-Chair</u> Ryan Gregory Supervisor County of Napa	<u>Director</u> Peter Mott Councilmember City of Napa	<u>Director</u> Mary Luros Public Appointee City of Napa	<u>Director</u> 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, February 7, 2018
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 - Health and Safety of Employees**

Many workers have made worthwhile New Year's resolutions like losing weight, quitting smoking or spending more time with loved ones. These aren't just great goals; they also fit the criteria that most experts suggest make for workable resolutions. They're specific, measurable and realistic. The best thing an employer can do for its workers is to encourage them to resolve to put their health and safety first. Health and safety should represent the priority against which workers align all of their actions. To achieve New Year's resolutions requires strong internal motivation. And what could possibly be better motivation than improving the health and safety of your employees and yourself, and having a positive influence on the health and safety of everyone else around you?

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 January 10, 2018.
- B. Receive County of Napa Voucher Register Dated 12/26/17 through 1/22/18.
- C. Reschedule Regular meeting on February 21st to February 28th at 5:00 p.m., and cancel Regular Meeting on March 7, 2018 due to the lack of business.
- D. Approve budget assumptions for FY 2018/19 budget development process and budget calendar.
- E. Receive General Manager's Report for December 2017.

8. REGULAR CALENDAR

- A. Receive a presentation and written report from CPS HR Consulting on the results of the District's fourth employee survey.
- B. Award the construction contract base bid for the 2018 Collection System Rehabilitation Project (CIP 18705) to Southwest Pipeline and Trenchless Corporation for the bid amount of \$4,719,546 and authorize the General Manager to execute the Agreement with the Contractor and issue the Notice to Proceed, when appropriate.
- C. Adopt Resolution Accepting Completion and Directing General Manager/District Engineer to file Notice of Completion at the Office of the Recorder, Napa County, California for the MST Recycled Water Expansion Project (CIP 16722).
- D. Approve the Project, concur with Staff's determination that the Project is categorically exempt, and authorize the General Manager to issue Notice Inviting Bids for the 2018 Treatment Plant Improvement Project (CIP 18736).

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. Finance Committee meeting (1/16/18).
- B. CASA Conference (1/24/18-1/26/18)
- C. North Bay Watershed Association (2/02/18)

12. UPCOMING MEETINGS

- | Regular Board meeting - February 21, 2018 (changing to February 28, 2018 at 5:00 p.m.)
- | NBWRA Board meeting - February 26, 2018
- | North Bay Watershed Association meeting - March 2, 2018
- | Regular Board meeting - March 7, 2018 (cancelling)
- | Regular Board meeting - March 21, 2018

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - ONE (1) CASE
RAJA Development Co., Inc., et al. vs. Napa Sanitation District (Case No. 17CV001088),

Government Code Section 54956.9."

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, February 28, 2018 at 5:00 P.M.