



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, November 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 - Distracted Driving****The only thing you should be doing when you're driving is driving:**

Over 37,400 lives were lost on U.S. roads in 2016, an increase of 5.6% from 2015. Behind the wheel, nothing is more important than focus. Focus on what's ahead, around and behind your vehicle. Stay aware of road and weather conditions, traffic, pedestrians, your speed, and your need to be in complete control of your vehicle. Do not take a call, make a call, text, apply makeup, eat, let your eyes or mind wander to other people in your car, or do anything other than focus on your driving. If any of the above things must be done, pull safely off the road and out of the traffic flow to do them. According to the National Highway Traffic Safety Administration, over 10% of fatal crashes and 15% of injury crashes in 2015 involved distracted driving. Don't let you or your loved ones become a statistic.

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 October 17, 2018.
- B. Receive County of Napa Voucher Register Dated 10/2/18 through 10/22/18.
- C. Cancel the Regular Board meeting on January 2, 2019 due to the New Year's holiday.
- D. Approve revised job classification and set salary grade at 198 for Collection System Technician classification, and Approve Side Letter No. 5 to Teamsters Local 315 MOU - Rank & File Unit
- E. Approve refund of \$7,657.20 for FY2017-18, \$6,658.56 for FY2016-17 and \$5,790.00 for FY 2015-16 (total of \$20,105.76) for sewer service charges for Assessor Parcel Number 046-580-022, located at 108-140 Adobe Lane.

- F. Authorize Chair to sign Indemnification Agreement for Oak Creek East Homeowner Association.
- G. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - Alston Park - 2037 Dry Creek Road (APN's 035-120-032 and 035-120-034) - NapaSan Annexation 000025.
- H. Authorize the Purchasing Agent to execute Task Order No. 67 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 \$121,520.
- I. Authorize the Purchasing Agent to execute Amendment No. 03 to Task Order No. 50 with GHD to provide Design Services for the Browns Valley Trunk Project (CIP 14703) in the amount of \$44,640.
- J. Receive General Manager's Report for September 2018.

8. REGULAR CALENDAR

- A. Authorize the General Manager to issue Notice Inviting Bids for the Browns Valley Trunk Project (CIP 14703), when appropriate.
- B. Consider CASA Conference attendance in Indian Wells, CA January 23-25, 2019.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. NBWRA Board Meeting (10/22/18)
- B. North Bay Watershed Association (11/02/18)

12. UPCOMING MEETINGS

- | Regular Board meeting - December 5, 2018
- | North Bay Watershed Association meeting - December 7, 2018
- | Regular Board meeting - December 19, 2018

- | Regular Board meeting - January 2, 2019 (on agenda to cancel)
- | Regular Board meeting - January 16, 2019

13. ADJOURN TO CLOSED SESSION (If necessary)

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, December 5, 2018 at 4:00 P.M.