



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, December 5, 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 - Safe Toys and Gifts**

December is the National Safety Councils "Safe Toys and Gifts Month". The month of December brings joy and toys! This month is the busiest time of the year in which toys and games are purchased. Every year thousands of children suffer toy-related injuries. Although most toy-related injuries are minor cuts, scrapes and bruises, children can be seriously injured or even killed by dangerous toys or misuse of toys. Everyone should be aware to make sure the gifts they give children this year will not require a trip to the emergency room. Choosing gifts carefully will guarantee that the holidays are fun and, most importantly, safe.

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**A. 4:00 PM**

Announcement of promotion of Sean Warner to Collection System Technician position following retirement of Greg Dawson.

7. CONSENT CALENDAR

- A.** Approval/Correction of Minutes from the Regular Meeting on November 7, 2018.
- B.** Receive County of Napa Voucher Register dated 10/23/18 through 11/19/18.
- C.** Adopt Proclamation honoring Greg Dawson, NapaSan's Collection System Technician, for his dedication and service to the District.
- D.** Adopt Resolution approving and adopting the revised pay schedules for FY 2018/19, effective December 1, 2018.

- E. Accept the Capacity Charges Financial Report for FY 2017/18.
- F. Authorize the surplus and sale at auction of the 2005 Ford Taurus (Vehicle #607), two 18-foot rear pull flail mowers (2002), and New Holland 308 Manure Spreader (pre-1993).
- G. Adopt Resolution accepting completion and directing the General Manager to file the Notice of Completion at the Office of the Recorder, Napa County for the 2018 Sanitary Sewer Manhole Adjustment Project, Phase VIII (CIP 13702).
- H. Authorize the General Manager to sign the Agreement for Deferred Payment of Special Capacity Charge with KB Napa Holdings LLC, owner of 901 Kaiser Road.
- I. Authorize Chair to sign Indemnification Agreement for Napa Airport Self Storage.
- J. Concur with CEQA determination in City of Napa Resolution R2007-0186, prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at \$625,970; and authorize Chair to sign the Improvement Agreement, Private Sanitary Sewer Main Agreement, and Indemnification Agreement for Pear Tree Lane Townhomes (previously known as Pear Tree Terrace).
- K. Concur with CEQA determination in City of Napa Resolution R2018-018, prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at \$131,215; and authorize Chair to sign the Improvement Agreement for Pheasant Lane.
- L. Receive and file the Quarterly Report and Priority Project Status for July, August, September 2018.
- M. Receive General Manager's Report for October 2018.

8. REGULAR CALENDAR

- A. Accept the Comprehensive Annual Financial Report and associated Audit Report for Fiscal Year 2017/18.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. Lands Committee meeting (11/29/18)

12. UPCOMING MEETINGS

- | Regular Board meeting - North Bay Watershed Association meeting - December 7, 2018
- | Regular Board meeting - December 19, 2018
- | Regular Board meeting - January 16, 2019
- | NBWRA Board meeting - January 29, 2018

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 19, 2018 at 4:00 P.M.