



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA, HELD AND CONVENED AT THE NAPA VALLEY UNIFIED SCHOOL DISTRICT BOARD ROOM, WEDNESDAY, MARCH 16, 2016 CALLED TO ORDER AT 6:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; KEITH CALDWELL, Vice-Chair; CHUCK GRAVETT, PETER MOTT and DAVID GRAVES, Directors. ALSO PRESENT: TIMOTHY HEALY, General Manager and JOHN BAKKER, Legal Counsel.

ABSENT: None.

3. **REVIEW OF AGENDA:** No changes.

4. **SAFETY MOMENT:** Make your home safe.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 16-026:**
APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON MARCH 2, 2016.
- b. **Receive County of Napa Voucher Register Dated 2/16/15 through 2/29/16.**
- c. **MR 16-027:**
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 AERATION BASIN DIFFUSERS, INSTRUMENTATION & CONTROLS PROJECT (CIP 15713), WHEN APPROPRIATE.
- d. **MR. 16-028:**

**CERTIFY THE ADDENDUM TO THE INITIAL STUDY/MITIGATED
NEGATIVE DECLARATION (IS/MND) FOR THE NAPA SANITATION
DISTRICT SOLAR PROJECT.**

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

8. **REGULAR CALENDAR:**

- a. **MR 16-029:**
**CONDUCT SECOND READING OF ORDINANCE 102 AMENDING THE
DISTRICT CODE SECTION 5.01, SEWER SERVICE CHARGES, BY
TITLE ONLY AND WAIVING FIRST READING.**

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

The Chair opened the public hearing at 6:05 p.m. and explained that staff would make their presentation and after that public comment would be heard from anyone turning in a comment card to the Clerk. She indicated that all protests that were received prior to the public hearing are listed on a spreadsheet for the public's review. Tim Healy, General Manager, and Jeff Tucker, Director of Administrative Services/CFO, gave presentations and explanations regarding the need for a sewer service charge rate increase. The Chair requested that all responses to questions be held until after all public comments had been received. The Chair informed the public that the public comments would be limited to 5 minutes per person. Public comment was received from 17 individuals addressing the Board with questions and comments. Chair Techel responded to the questions addressed by the public with assistance from General Manager Healy, CFO Tucker and Legal Counsel.

A short recess was taken at 8:35 p.m. in order to calculate the numbers of protests. The meeting reconvened at 8:57 p.m. and the Board Chair asked the Clerk to report the total number of written protests received. The Clerk reported the total protests received were 2,238. The number of eligible parcels is 24,631, making the number of protests needed for a majority protest 12,321. The Chair determined there was not a majority protest to the proposed increase in sewer service charge rates.

MR 16-030:
CLOSE PUBLIC HEARING.

Motion by MOTT, seconded by GRAVETT, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

The Board members made comments on the questions brought up by the public and addressed the need for the District to implement a rate increase annually. The Board stated that they do have the option in the future years not to increase the sewer service charge rate by the approved increase if they feel it is not needed that year. The ordinance sets the upper limit for rates for the next five years. By resolution, the Board could implement a rate that is lower than the rate in the ordinance. Chair Techel commented that she would request the Board do what they could to reduce the amount of the 15% increase for next fiscal year.

ORD. 102:

ADOPT ORDINANCE NO. 102, AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, AMENDING DISTRICT CODE, TITLE 5, SECTION 5.01 RELATING TO SEWER SERVICE CHARGES.

Motion by GRAVETT, seconded by MOTT, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

The maximum sewer service charges per EDU were approved at the following amounts for the next five years:

Fiscal Year 2016-2017 - \$554.88
Fiscal Year 2017-2018 - \$638.10
Fiscal Year 2018-2019 - \$676.38
Fiscal Year 2019-2020 - \$710.20
Fiscal Year 2020-2021 - \$738.62

- b. **RES 16-003:**
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT ESTABLISHING RATES FOR THE DISTRICT'S LOW INCOME PROPERTY OWNER REBATE PROGRAM.

Motion by GRAVETT, seconded by GRAVES, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

The rebate amount shall be 28% of the sewer service charge for 1.0 EDU.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy announced that the District was awarded the California Water Environment Association's (CWEA) "Plant of the Year" award for medium sized plants (greater than 5 MGD- less than 20 MGD). The District's Collection System Supervisor, Nick Becker, was also awarded the "Supervisor of the Year" award from CWEA. Healy reported that the awards will be given out at the CWEA Annual Conference in late April. The Board commended staff for these honors.

10. **LEGAL COUNSEL REPORT:**

- a. None.

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

- a. North Bay Watershed Association meeting (3/04/16) – Vice-Chair Caldwell reported that he attending the meeting.

12. **UPCOMING MEETINGS:**

- a. NBWRA Board meeting – March 28, 2016
- b. North Bay Watershed Association meeting – April 1, 2016
- c. Lands Committee meeting – April 4, 2016
- d. Regular Board meeting – April 6, 2016
- e. Finance Committee meeting – April 11, 2016
- f. Long Term Planning Committee meeting – April 12, 2016
- g. Regular Board meeting – April 20, 2016

13. **ADJOURNMENT: (9:31 p.m.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, April 6, 2016 at 4:00 p.m. for a Regular Meeting to be held at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

Respectfully submitted,



Clerk of the Board