



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

**MINUTES OF THE THURSDAY SEPTEMBER 1, 2016
9:00 A.M. REGULAR MEETING OF THE BOARD OF DIRECTORS**

1. CALL TO ORDER

The Napa-Vallejo Waste Management Authority met Thursday, September 1, 2016 at the City of American Canyon City Council Meeting Chambers. Vice Chair Malgapo called the meeting to order at 9:03 a.m.

2. ROLL CALL

The following Members were present: Vice Chair Malgapo, Member Bennett, Member Sedgley and Member Pedroza.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

None

5. PRESENTATIONS AND COMMENDATIONS

None

6. CONSENT CALENDAR

A. APPROVAL OF MINUTES

REQUESTED ACTION: Approval of Board Minutes for the July 14, 2016 Regular Meeting and the August 4 and August 11, 2016 Special Meetings.

B. AGREEMENT 2017-05 CBI

REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement No. 2017-05 with CB & I for the term September 1, 2016 to June 30, 2017 with 2 one-year renewal options, in an annual amount not to exceed \$50,000 for non-routine services at the American Canyon Sanitary Landfill site.

C. NOTICE OF COMPLETION

REQUESTED ACTION: Authorization for the Executive Director, on behalf of the Board of Directors, to accept the work as completed and to sign and file a Notice of Completion with the Clerk/Recorder for the American Canyon Sanitary Landfill Seismic Tank Upgrade Project 14811 for the Contractor, Paradiso Mechanical, Inc.

D. RATIFICATION

REQUESTED ACTION: Ratify the approval of each and all of the following items by the partial Board at the special meeting on August 11, 2016, and ratify the actions, if any were taken by the Executive Director or the Board Chair based on the Boards actions, as to the following items:

August 11, 2016 Special meeting Consent Calendar Items:

6.A FY 2017 BUDGET ADJUSTMENT

REQUESTED ACTION: Approval and authorization for the Executive Director to sign the following budget adjustment with offsetting revenues from Fund Balance:

1. NVW 001 establishing FY 2017 Professional Services Appropriations in the amount of \$19,000 and Infrastructure Appropriations in the amount of \$226,000 for the ACSL Seismic Tank Project 14811, for a total amount of \$245,000; and
2. NVW 001 adjusting FY 2017 Professional Services Appropriations by \$278,000 and Infrastructure Appropriations by \$2,000,000 for a total of \$2,278,000 for the DRTS Phase 2 Project 15811.

6.B AMEND AGREEMENT 2016-02

REQUESTED ACTION: Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 2016-02 with RGH Consultants, increasing the amount by \$500 for a new maximum of \$9,719, for services related to the completion of the American Canyon Storage Tank Seismic Upgrade Project 14811.

6.C AMEND AGREEMENT 2016-03

REQUESTED ACTION: Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 2016-03 with Terra Firma Surveys Inc., increasing the amount by \$1,000 for a new maximum of \$9,840, for services related to the American Canyon Storage Tank Seismic Upgrade Project 14811.

Item 6A was pulled from the Agenda for further discussion.

Authority Counsel advised the Members of the Board that Minutes from previous meetings may be approved by the Chair or Vice Chair (in the Chair's absence) after asking the Board if there are any corrections. If no corrections are requested by any Member of the Board, then the Chair or Vice-Chair may approve the minutes. On future Agendas, Approval of the Minutes will precede Consent Calendar items.

Based on that direction from Counsel, and receiving no request for corrections, Vice Chair Malgapo approved the Minutes of the July 14, August 4 and August 11, 2016 Board meetings.

Items 6B through 6D were approved as recommended by motion.

JM-SS-JB-AP

7. ADMINISTRATIVE ITEMS

A. FINANCIAL REPORT

REQUESTED ACTION: Staff to present and discuss the Authority's Fiscal Year 2016 4th Quarter (April 1 to June 30, 2016) financial report.

Item 7A - No Action Taken – Information and Discussion only

8. FACILITIES BUSINESS ITEMS

A. EXECUTIVE DIRECTOR’S REPORT

DISCUSSION ITEM: Executive Director to report on Authority related activities.

No Action Taken – Report Only

9. OTHER BUSINESS ITEMS

A. REPORTS FROM JURISDICTIONS

DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

- i. Vallejo: - Jess Malgapo reported for the City
- ii. Napa City: - Chris Shoop reported for the City
- iii. Napa County: - No Report
- iv. American Canyon: - Joan Bennett reported for the City

No Action Taken – Reports Only

B. FUTURE AGENDA ITEMS

DISCUSSION ITEM: Discussion of any items Board members may wish to have addressed at a future meeting date.

None

10. CLOSED SESSION

None

11. ADJOURNMENT

The Meeting adjourned at 9:38 A.M. with the notation that the next scheduled meeting of the Authority Board will be held Thursday, October 6, 2016 at 9:00 a.m.

AYES: _____
 NOES: _____
 ABSTAIN: _____
 ABSENT: _____

By: _____

ATTEST: Secretary of the Napa-Vallejo Waste Management Authority

KEY

Vote: JM = Jess Malgapo, AP = Alfredo Pedroza, JB = Joan Bennett, SS = Scott Sedgley
 The maker of the motion and second are reflected respectively in the order of the recorded vote.
 Notations next to vote: N = No; X = Excused; A = Abstain; B = Absent