



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA, HELD AND CONVENED AT SOSCOL RECYCLED WATER FACILITY ADMINISTRATION OFFICE, WEDNESDAY, AUGUST 5, 2020 CALLED TO ORDER AT 4:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair (via Zoom conferencing); RYAN GREGORY, Vice Chair; PETE MOTT, DAVID GRAVES and MARY LUROS, Directors. ALSO PRESENT: TIM HEALY, General Manager, and JOHN BAKKER, Legal Counsel (via Zoom conferencing).

ABSENT: None.

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

4. **SAFETY MOMENT:** Director Mott read the safety topic – National Stop on Red Week.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** Announcement of promotion of Seth Rossi to Collection System Manager position following the retirement of Nick Becker.

7. **CONSENT CALENDAR:**

a. **MR 20-041:**  
**APPROVAL OF THE MINUTES FROM THE REGULAR MEETING ON JULY 15, 2020.**

b. **Receive County of Napa Voucher Register dated 6/30/20 through 7/20/20.**

c. **RES 20-014:**  
**ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT ADOPTING A BUDGET AMENDMENT REPRESENTING OPERATING AND CAPITAL APPROPRIATION CARRY FORWARDS FROM FY 2019/20 TO FY 2020/21.**

d. **RES 20-015:**  
**ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT ADOPTING A BUDGET AMENDMENT REPRESENTING FY 2019/20 ADJUSTMENTS FOR DEPRECIATION EXPENSE.**

- e. **MR 20-042:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER 36 WITH CAROLLO TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE 2021 TREATMENT PLANT IMPROVEMENT PROJECT (CIP 20708) IN THE AMOUNT OF \$124,203.**
  
- f. **MR 20-043:**  
**ACCEPT THE 410 STONECREST DRIVE SANITARY SEWER IMPROVEMENTS FOR MAINTENANCE AND OPERATION AND RELEASE NINETY PERCENT (\$58,680) OF THE \$65,200 SECURITY DEPOSIT. TEN PERCENT (\$6,520) OF THE SECURITY DEPOSIT WILL BE HELD BY NAPASAN AS MAINTENANCE SECURITY FOR A PERIOD OF ONE YEAR FOLLOWING THE DATE OF ACCEPTANCE.**
  
- g. **MR 20-044:**  
**CONCUR WITH CEQA DETERMINATION IN CITY OF NAPA RESOLUTION R2020-011, PREPARED AND ADOPTED BY THE CITY OF NAPA, LEAD AGENCY UNDER CEQA FOR THE DEVELOPMENT PROJECT, SET BOND AMOUNT AT \$258,640; AND AUTHORIZE CHAIR TO SIGN THE IMPROVEMENT AGREEMENT AND INDEMNIFICATION AGREEMENT FOR SARATOGA VINEYARD SUBDIVISION.**
  
- h. **RES 20-016:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF NAPA SANITATION DISTRICT REGARDING DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES, NAMING TIMOTHY HEALY, ANDREW DAMRON AND CYNDI BOLDEN AS AUTHORIZED AGENTS OF NAPASAN FOR FUTURE DISASTERS.**
  
- i. **MR 20-045:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT 2 TO TASK ORDER 2 WITH WOODARD & CURRAN TO PROVIDE ENGINEERING SERVICES TO DESIGN THE 66-INCH TRUNK SEWER REHABILITATION PROJECT (CIP 19701) IN THE AMOUNT OF \$42,910.**
  
- j. **Receive General Manager's Report for June 2020.**

Motion by TECHEL, seconded by MOTT, by the following roll-call vote:

AYES: GRAVES, GREGORY, LUROS, MOTT, TECHEL  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

**8. REGULAR CALENDAR:**

- a. **Receive presentation from staff on Reclamation Department activities.**

David Martin, Reclamation System Manager, gave an overview of the operational activities of the Reclamation Department. He discussed the recycled water distribution system, which includes landscape irrigation, agriculture and industrial uses. Martin also reviewed the biosolids land application procedures and details. The Board and staff held discussion.

b. **Receive status report on the Browns Valley Trunk (CIP 14703) and the West Napa Pump Station (17711) Projects for the month of July 2020.**

Andrew Damron, Technical Services Director, reported on the activities for the two projects during the month of July. He reviewed the activities completed in July as well as the upcoming activities scheduled for August. Damron also reviewed the outreach activities that took place in the month of July. Board and staff held discussion.

9. **GENERAL MANAGER REPORT:** None.

10. **LEGAL COUNSEL REPORT:** None.

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

- a. Director Graves updated the Board on the Napa County Groundwater Sustainability Plan Advisory Committee (GSPAC). He announced that he was elected to serve as the Chair of the committee. The next meeting is scheduled for August 13, 2020. Director Graves will report monthly on the committee activities.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – August 19, 2020  
b. Regular Board meeting – September 2, 2020  
c. North Bay Watershed Association meeting – September 4, 2020  
d. Regular Board meeting – September 16, 2020

13. **ADJOURNMENT TO CLOSED SESSION: (4:34 P.M.)**

- a. **CONFERENCE WITH LABOR NEGOTIATORS**  
Agency Designated Representatives: Glenn Berkheimer and Tim Healy  
Unrepresented employee: Director of Administrative Services/Chief Financial Officer
- b. **CONFERENCE WITH LABOR NEGOTIATORS**  
Agency Designated Representative: John Bakker  
Unrepresented employee: General Manager
- c. **CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6**  
Agency Designated Representative: Glenn Berkheimer  
Employee Organization: Teamsters Local 315 – Rank & File Unit
- d. **CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6**

Agency Designated Representative: Glenn Berkheimer  
Employee Organization: Teamsters Local 315 – Supervisors Unit

- e. CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6  
Agency Designated Representative: Glenn Berkheimer  
Employee Organization: Association of Management Professionals of Napa Sanitation District
- f. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9: One (1) case  
Facts and circumstances: Claim from Karen Devine dated July 10, 2020
- g. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: APN# 057-010-036 and part of APN # 057-010-037 (Somky Ranch)  
Agency Negotiator: Tim Healy, General Manager  
Negotiating parties: Capbridge  
Under negotiation: Price and terms of payment
- h. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:  
One (1) Case.  
  
Legal counsel Bakker indicated there will likely be reportable action taken in Closed Session.

14. **RECONVENE TO OPEN SESSION: (5:10 P.M.)**

15. **REPORT FROM LEGAL COUNSEL ON CLOSED SESSION:**

Legal Counsel Bakker reported the Board took the following action in closed session: The Board unanimously rejected the claim of Karen Devine, Item 13f.

16. **ADJOURNMENT (5:11 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on August 19, 2020 at 4:00 P.M. at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

**Respectfully submitted,**

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**Clerk of the Board**