



# AGENDA

1515 Soscol Ferry Road, Napa, CA 94558  
(707) 258-6000

<b><u>Chair</u></b> Jill Techel Mayor City of Napa	<b><u>Vice-Chair</u></b> Ryan Gregory Supervisor County of Napa	<b><u>Director</u></b> Mary Luros Councilmember City of Napa	<b><u>Director</u></b> Pete Mott Public Appointee City of Napa	<b><u>Director</u></b> 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, September 2, 2020**  
**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.

**ANNOUNCEMENT:**

IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, STATE AND CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC), THIS MEETING CAN BE VIEWED LIVE VIA ZOOM. THERE WILL BE FIVE (5) SEATS IN THE MEETING ROOM AT NAPA SANITATION DISTRICT. THE MEETING CAN BE VIEWED VIA ZOOM AT THE FOLLOWING LINK:

Join Zoom Meeting:

Meeting ID: 869 1216 1658

<https://us02web.zoom.us/j/86912161658>

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 869 1216 1658

Members of the public are encouraged to participate in the meeting by submitting written comments electronically. Any member of the public may submit a written comment to the Board Clerk before or during the meeting by sending it to the Board Clerk via email. Comments submitted in-person will be delivered to the Board of Directors by staff. Public comments will be accepted until the Chair closes public comment for each item during the meeting, distributed to the Board of Directors, and included in the record.

Submit Public Comments Via Email to Board Clerk at:

[cschuh@napasan.com](mailto:cschuh@napasan.com)

1. **OPEN SESSION - 4:00 PM**
2. **ROLL CALL**
3. **REVIEW OF AGENDA**
4. **SAFETY MOMENT - Protect Yourself from Wildfire Smoke**

Dry conditions and erratic weather in California have resulted in a large number of wildfire. Stay alert for wildfire smoke! This smoke can hurt your eyes, irritate your respiratory system, and worsen chronic heart and lung diseases. Monitor local air quality and listen for news or health warnings about smoke. You can monitor your community via U.S. Environmental Protection Agency's Air Quality Index (AQI) or check the report for your area at AirNow.gov. If you are advised to stay indoors keep windows and doors closed, run an air conditioner, but keep the fresh-air intake closed and the filter clean to prevent outdoor smoke from getting inside. If you must go outdoors, wear a respirator mask with an N95 rating, and avoid any strenuous activities. For more information on protecting yourself from wildfire smoke visit <https://www.cdc.gov/air/wildfire-smoke>.

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 August 19, 2020.
- B. Receive County of Napa Voucher Register Dated 8/04/20 through 8/17/20.
- C. Accept the Employee and Board of Directors Reimbursement Report for FY 2019-2020.
- D. Receive and file the Quarterly Report and Priority Project Status for April, May, June 2020.
- E. Receive General Manager's Report for July, 2020.

**8. REGULAR CALENDAR**

- A. Receive presentation from Hazen and Sawyer introducing the goals, approach, and schedule for NapaSan's Wastewater Treatment Plant Master Plan.
- B. Authorize an increase of change order signing authority for the General Manager from \$296,480 (31% of original contract) to a maximum of \$503,776 (52% of original contract) for the Primary Clarifier and DAF Clarifier Rehabilitation Project (CIP 16712) for a potential total approved contract amount of \$1,472,576.
- C. Receive status report on the Browns Valley Trunk (CIP 14703) and the West Napa Pump Station (17711) Projects for the month of August 2020.

**9. GENERAL MANAGER REPORT****10. LEGAL COUNSEL REPORT****11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION****12. UPCOMING MEETINGS**

- | North Bay Watershed Association meeting - September 4, 2020
- | Regular Board meeting - September 16, 2020
- | Regular Board meeting - October 7, 2020
- | Regular Board meeting - October 21, 2020

**13. ADJOURN TO CLOSED SESSION (If necessary)****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 representatives: John Bakker

Unrepresented employee: General Manager

**C. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6**

Agency Designated Representatives: Glenn Berkheimer

Employee Organizations: Teamsters Local 315 - Rank &amp; File Unit

**D. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6**

Agency Designated Representative: Glenn Berkheimer

Employee Organizations: Teamsters Local 315 Supervisors Unit

**E. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6**

Agency Designated Representative: Glenn Berkheimer

Employee Organizations: Association of Management Professionals of Napa Sanitation District Unit

**14. RECONVENE TO OPEN SESSION****15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION****16. ADJOURNMENT****Adjourn to Napa Sanitation District Regular Meeting on Wednesday, September 16, 2020 at 4:00 P.M.**