



# AGENDA

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

<b>Director</b> Scott Sedgley Mayor City of Napa	<b>Vice-Chair</b> Ryan Gregory Supervisor County of Napa	<b>Director</b> Mary Luros Councilmember City of Napa	<b>Director</b> Pete Mott Public Appointee City of Napa	<b>Director</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, December 16, 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 CENTER 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: 843 0401 9337**  
**<https://us02web.zoom.us/j/84304019337>**

**Dial by your location**  
**+1 669 900 6833 US (San Jose)**  
**Meeting ID: 843 0401 9337**

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 - Portable Space Heater Safety**

Portable electric space heaters are a common secondary source of heat at home and in the work place. The use of Portable electric space heaters is regulated by the California Fire Code (CFC 605.10.1 – 10.4). To help ensure you're using portable electric space heaters in a safe and secure manner, follow the following safety fire codes and guidelines: All heaters shall be listed and labeled with a UL (Underwrites Laboratory) stamp or sticker, and shall be plugged directly into an approved receptacle. Portable, electric space heaters shall not be plugged into extension cords, and shall not be operated within 3 feet of any combustible materials. Lastly, portable, electric space heaters shall be operated only in locations for which they are listed.

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 December 2, 2020.
- B. Receive County of Napa Voucher Register Dated 11/17/20 through 11/30/20.
- C. Adopt Resolution Honoring Chair of the Board Jill Techel's Service to the Napa Sanitation District.
- D. Approve the Project, concur with staff's CEQA determination, and authorize the General Manager to issue Notice Inviting Bids for the 2021 Treatment Plant Improvements Project (CIP 20708).

**8. REGULAR CALENDAR**

- A. Presentation of Resolution Honoring Board Chair Jill Techel in Recognition of Over 15 Years of Service to the Napa Sanitation District District.
- B. Accept the Comprehensive Annual Financial Report and associated Audit Report for Fiscal Year 2019/20.
- C. Accept the Popular Annual Financial Report (PAFR) for fiscal year 2019/20.
- D. Receive presentation from staff and consultant on rate modification outreach, discuss, and provide direction.
- E. Receive status report on the Browns Valley Trunk (CIP 14703) and the West Napa Pump Station (17711) Projects for the month of November 2020.
- F. Consider Virtual CASA Conference attendance on January 26 (CSRMA Webinars), 27 & 28, 2021.
- G. Appoint new Chair of the Board, and review the Vice-Chair and NapaSan Subcommittee appointments.

**9. GENERAL MANAGER REPORT**

**10. LEGAL COUNSEL REPORT**

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

- A. Groundwater Sustainability Plan Advisory Committee (GSPAC) (12/03/20)
  
- B. North Bay Watershed Association (12/04/20)

**12. UPCOMING MEETINGS**

- | Regular Board meeting - January 6, 2021
- | North Bay Watershed Association meeting - January 8, 2021
- | Regular Board meeting - January 20, 2021
- | CASA Conference - January 26-28, 2021

**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, January 6, 2021 at 4:00 P.M.**