



AGENDA

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

<u>Chair</u> Scott Sedgley Mayor City of Napa	<u>Vice-Chair</u> Ryan Gregory Supervisor County of Napa	<u>Director</u> Mary Luros Councilmember City of Napa	<u>Director</u> Pete Mott Public Appointee City of Napa	<u>Director</u> 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 1, 2021** **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: 857 3512 7892

<https://us02web.zoom.us/j/85735127892>

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 857 3512 7892

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

1. **OPEN SESSION - 4:00 PM**
2. **ROLL CALL**
3. **REVIEW OF AGENDA**
4. **SAFETY MOMENT - Safe Toys and Gifts**

Prevent Blindness America has declared December as Safe Toys and Gifts Awareness Month. The group encourages everyone to consider if the toys they wish to give suits the age and individual skills and abilities of the individual child who will receive it, especially for infants and children under age three. According to the U.S. Consumer Product Safety Commission, hospital emergency rooms treated an estimated 251,700 toy-related injuries in 2020 throughout the United States. 72% were to people less than 15 years of age. Additionally, in 2019 alone, toymakers recalled over 19 million toys worldwide because of safety concerns such as lead paint and small magnets. By putting a little more thought into the toy you purchase you can ensure the children in your life have a safe and happy holiday season this year. For more information visit preventblindnessAmerica.org.

District is Lost-Time Accident Free Since June 16, 2021.

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

A. 4:00 PM

Introduction of New Employee Nicholas Hunter - Safety, Training & Fleet Maintenance Officer

7. CONSENT CALENDAR

- A. Approval/Correction of Minutes from the Regular Meeting on November 17, 2021.
- B. Receive County of Napa Invoice Register for October 2021.
- C. Cancel the Regular Board meeting on January 5, 2022 due to lack of business, and reschedule the January 19th meeting to January 12, 2022 due to CASA Conference conflict.
- D. Accept the Capacity Charges Financial Report for FY 2020/21.
- E. Approve the project, concur with staff's CEQA determination, and authorize the General Manager to issue Notice Inviting Bids for the North Napa Siphon Gate Replacement Project (CIP 21718).
- F. Receive General Manager's Report for October, 2021.

8. REGULAR CALENDAR

- A. Accept the Annual Comprehensive Financial Report and associated Audit Report for Fiscal Year 2020/21.
- B.
 - 1. Receive update from staff on Cityworks implementation; and
 - 2. Authorize the Purchasing Agent to execute Amendment 3 to Task Order 1 with Timmons Group to provide professional services for the CMMS Implementation Project in the amount of \$103,595.
- C. Consider CASA Conference attendance on January 19-21, 2022.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. NBWRA Board Meeting (11/29/21)

12. UPCOMING MEETINGS

- | North Bay Watershed Association meeting - December 3, 2021
- | Regular Board meeting - December 15, 2021
- | Regular Board meeting - January 5, 2022 (on agenda to cancel)
- | Regular Board meeting - January 19, 2022 (on agenda to reschedule to January 12, 2022)
- | CASA Conference - January 19-21, 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, December 15, 2021 at 4:00 P.M.