



# AGENDA

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

<b><u>Chair</u></b> Scott Sedgley 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
---	--	---	---	--

Tim Healy  
General Manager

Cheryl Schuh  
Board Secretary

John Bakker  
Legal Counsel

**REGULAR MEETING**  
**Wednesday, January 12, 2022**  
**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: 839 5268 5662  
<https://us02web.zoom.us/j/83952685662>

Dial by your location  
+1 669 900 6833 US (San Jose)  
Meeting ID: 839 5268 5662

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 - New Beginnings**

January is the month that signifies new beginnings and fresh starts. It is the month we develop resolutions to better ourselves whether that be physically, mentally, emotionally, or spiritually. Let us take this time to inaugurate in ourselves and in those we work with how critically important safety is. Remembering the positive contributions made by our co-workers towards the success of our safety programs. Let us partner with one another to develop resolutions for each of us to actively participate in and contribute to making our workplaces a safer environment for ourselves and everyone around us. There is no better time then now to help each other have a safe and healthy year.

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**

Announcement of Promotions of Cyndi Bolden to Finance Director and Donell Mannor to Senior Accountant.

**B. 4:00 PM**

Receive Distinguished Budget Presentation Award from the Government Finance Officers Association for Fiscal Year 2021-2022.

**7. CONSENT CALENDAR**

A. Approval/Correction of Minutes from the Regular Meeting on December 15, 2021.

B. Receive County of Napa Invoice Register for November 2021.

C. Reconfirm Findings (a), (b) and (d) of Resolution 21-021 Authorizing Remote Meetings Pursuant to Emergency Procedures under the Brown Act.

D. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - APN 035-042-022 (1065 Orchard Avenue) - Orchard Avenue No. 5 - NapaSan Annexation 000045.

E. Accept the Foothill Estates Subdivision sanitary sewer improvements for maintenance and operation and release performance bond in the amount of \$152,500, following receipt of a maintenance bond in the amount of \$15,250.

F. Accept the Warren Street Parcel Map sanitary sewer improvements for maintenance and operation and release performance bond in the amount of \$22,750, following receipt of maintenance bond in the amount of \$2,275.

G. Authorize the Purchasing Agent to execute Amendment 2 to Task Order 2 with Recolte Energy to provide consulting services for energy generation projects.

H. Authorize out-of-state travel to Minneapolis for Technical Services Director/District Engineer Andrew Damron and Associate Engineer Karl Ono for the purpose of attending the North American Society For Trenchless Technology (NASTT) Annual No-Dig Conference from April 10-14, 2022.

- I. Receive General Manager's Report for November, 2021.

## **8. REGULAR CALENDAR**

- A. Award the construction contract (base bid plus bid alternate) for the 2022 Collection System Rehabilitation Project (CIP 21701) to Southwest Pipeline and Trenchless Corp. for the bid amount of \$3,259,907 and authorize the General Manager to execute the Agreement with the Contractor and issue the Notice to Proceed, when appropriate.
- B. Authorize the Purchasing Agent to execute a task order with Psomas to provide construction management services for the 2022 Collection System Rehabilitation Project (CIP 21701) in the amount of \$134,960.

## **9. GENERAL MANAGER REPORT**

## **10. LEGAL COUNSEL REPORT**

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

## **12. UPCOMING MEETINGS**

- I Finance Committee meeting - January 24, 2022
- I Regular Board meeting - February 2, 2022
- I North Bay Watershed Association meeting - February 4, 2022
- I Regular Board meeting - February 16, 2022
- I NBWRA Board meeting - February 28, 2022

## **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, February 2, 2022 at 4:00 P.M.**