



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, SEPTEMBER 21, 2016 CALLED TO ORDER AT 4:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; KEITH CALDWELL, Vice-Chair; PETER MOTT, DAVID GRAVES and CHUCK GRAVETT, Directors. ALSO PRESENT: TIMOTHY HEALY, General Manager and JOHN BAKKER, Legal Counsel.

ABSENT: NONE

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

4. **SAFETY MOMENT:** FEMA Preparedness Month.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:**

- a. Presentation on the District's WaterReuse Association National Award for Recycled Water Agricultural Project of the Year.

General Manager Healy announced that the District received the award for Agricultural Project of the Year" for the District's Recycled Water Expansion Project at the WaterReuse Symposium in Tampa, Florida on September 13<sup>th</sup>. He reported that twelve awards were given out, of which two were to California agencies.

7. **CONSENT CALENDAR:**

- a. **MR 16-087:**  
**APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON SEPTEMBER 7, 2016.**
- b. **Receive County of Napa Voucher Register Dated 8/23/16 through 9/05/16.**

- c. **MR 16-088:**  
**AUTHORIZE SURPLUS AND SALE AT AUCTION OF VEHICLE #164 (2003 FORD RANGER).**
  
- d. **MR 16-089:**  
**CONCUR WITH CEQA DETERMINATION IN CITY OF NAPA RESOLUTION PC2015-20, PREPARED AND ADOPTED BY THE CITY OF NAPA, LEAD AGENCY UNDER CEQA FOR THE DEVELOPMENT PROJECT; SET BOND AMOUNT AT \$249,157; AND AUTHORIZE CHAIR TO EXECUTE THE IMPROVEMENT AGREEMENT FOR THE MERITAGE COMMONS.**
  
- e. **RES 16-024:**  
**ADOPT A RESOLUTION AUTHORIZING EXECUTION OF QUITCLAIM DEED OVER A PORTION OF APN 046-620-003, A RESOLUTION GRANTING SAID INTEREST IN AND OVER SAID REAL PROPERTY.**
  
- f. **RES 16-025:**  
**ADOPT RESOLUTION ESTABLISHING TERMS AND CONDITIONS AND ORDERING ANNEXATION OF TERRITORY – 1944 SILVERADO TRAIL (APN 049-190-006) - SILVERADO TRAIL NO. 2 - DISTRICT ANNEXATION 000022.**
  
- g. **MR 16-090:**  
**CONCUR WITH CEQA DETERMINATION IN THE GASSER MASTER PLAN R2006-213, ADOPTED BY THE CITY OF NAPA, LEAD AGENCY UNDER CEQA FOR THE DEVELOPMENT PROJECT; SET BOND AMOUNT AT \$147,000; AND AUTHORIZE CHAIR TO EXECUTE THE IMPROVEMENT AGREEMENT FOR THE RESIDUAL OVERLAND FLOW PROJECT.**
  
- h. **MR 16-091:**  
**CONCUR WITH CEQA DETERMINATION IN CITY OF NAPA RESOLUTION R2015-58, PREPARED AND ADOPTED BY THE CITY OF NAPA, LEAD AGENCY UNDER CEQA FOR THE DEVELOPMENT PROJECT; SET BOND AMOUNT AT \$111,500; AND AUTHORIZE CHAIR TO EXECUTE THE IMPROVEMENT AGREEMENT, PRIVATE SANITARY SEWER MAIN AGREEMENT, AND INDEMNIFICATION AGREEMENT FOR THE BLACK WALNUT CIRCLE SUBDIVISION.**

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, MOTT, GRAVES, CALDWELL, TECHEL  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

8. **REGULAR CALENDAR:**

- a. **MR 16-092:**  
**CONDUCT SECOND READING OF ORDINANCE 103 , AN ORDINANCE AMENDING DISTRICT CODE SECTION 5.01 ADDING SECTION 5.01.075 AUTHORIZING THE DISTRICT TO COLLECT DELINQUENT SEWER SERVICE AND OTHER CHARGES ON THE TAX ROLL AND TO IMPOSE A LIEN ON REAL PROPERTY FOR SUCH DELINQUENT CHARGES, BY TITLE ONLY AND WAIVING FULL READING; CLOSE PUBLIC HEARING.**

Motion by MOTT, seconded by GRAVES, by the following vote:

AYES: GRAVETT, MOTT, CALDWELL, TECHEL, GRAVES  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

**ORDINANCE 103:**  
**ADOPT ORDINANCE 103 OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT AMENDING DISTRICT CODE SECTION 5.01 ADDING SECTION 5.01.075 AUTHORIZING THE DISTRICT TO COLLECT DELINQUENT SEWER SERVICE AND OTHER CHARGES ON THE TAX ROLL AND TO IMPOSE A LIEN ON REAL PROPERTY FOR SUCH DELINQUENT CHARGES.**

Motion by CALDWELL, seconded by GRAVETT, by the following vote:

AYES: GRAVETT, MOTT, CALDWELL, TECHEL, GRAVES  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

- b. **Discuss Board preferences and provide direction to staff regarding a consultant to facilitate the Board’s strategic planning process in spring 2017.**

Jeff Tucker, Director of Administrative Services/CFO, gave a presentation on the Board’s current process for holding the Strategic Planning Workshop. The Board held discussion and concluded they would like staff to research consultant firms and bring back three recommended firms to a future Board meeting for the Board to review process and choose a consultant firm.

- c. **Receive presentation from staff on chloride levels, including updated information on research efforts.**

Chris Francis, Laboratory Technician II, and Matt Lemmon, Associate Engineer, presented an update to the Board on the chloride levels in the collection system, including research performed to date and next steps involved. They reviewed the work that was completed since the last update to the Board in July. They reported that chloride levels are down, compared to 2015 numbers. They also reported that

staff will continue with CCTV inspections, monitoring conductivity system-wide through October/November, providing chloride updates to customers, as well as continue to using “roving” probes to pinpoint sources of chloride and identify/implement additional projects based on findings.

d. **Receive presentation from staff on the FY 15/16 Inflow/Infiltration (I/I) Reduction Program Flow Monitoring Results.**

Andrew Damron, Technical Services Director, gave an overview on the FY 15/16 inflow/infiltration reduction program flow monitoring results. He reported that five major rehabilitation projects have been completed which included manhole lining, pipeline rehabilitation, and private lateral rehabilitation. Flow meters were installed to measure peak flows from project areas before and after construction to estimate project effectiveness. Damron reviewed the flow monitoring results for the various projects and the variables that impacted the results. He reported on the scheduled future projects and next steps.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reminded the Board of our District Appreciation BBQ on Thursday, September 22, 2016 at noon at the Collection Department.

10. **LEGAL COUNSEL REPORT:**

- a. None

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

- a. North Bay Watershed Association (9/09/16) – Vice-Chair Caldwell reported it was a very good meeting.  
b. NBWRA Board meeting (9/19/16) – Chair Techel did not attend. Vice-Chair Caldwell reported he attended on behalf of the Napa County Board of Supervisors.  
c. Director Graves reported he attended and was on the panel for the Statewide WateReuse Forum meeting on September 16, 2016.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting on October 5, 2016 is canceled.  
b. North Bay Watershed Association meeting – October 7, 2016  
c. Regular Board meeting – October 19, 2016 – Chair Techel reported she may be late for this meeting  
d. NBWRA Board meeting – October 24, 2016  
e. Regular Board meeting – November 2, 2016 – Vice-Chair Caldwell will be absent

13. **ADJOURN TO CLOSED SESSION: (5:09 p.m.)**

- a. CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6  
Agency Designated Representatives: Glenn Berkheimer

Employee Organizations: Teamsters Local 315 – Rank & File Unit/Supervisors Unit and AMPNSD

- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One (1) Case  
Facts and circumstances: Correspondence from Michael Durkee to District Counsel, dated March 16, 2016
- c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 60-day Notice of Violations and Intent to File Suit under the Clean Water Act from California River Watch, dated February 15, 2016

14. **RECONVENE TO OPEN SESSION: (6:28 p.m.)**

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

Legal Counsel reported the Board took one reportable action in Closed Session: The Board unanimously approved a written settlement agreement with California River Watch.

16. **ADJOURNMENT: (6:29 p.m.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, October 19, 2016 at 4:00 p.m. for a Regular Meeting to be held at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

**Respectfully submitted,**

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**Clerk of the Board**