



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, JANUARY 11, 2017 CALLED TO ORDER AT 4:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; PETER MOTT (absent at roll-call, present at 4:12 p.m.), DAVID GRAVES, RYAN GREGORY 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:** Inauguration Month.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:**

- a. Introduction of new employees: Jill Hughes, Associate Engineer; and Kevin Webster, Collection System Worker-in-Training.
- b. Chair Techel welcomed our new Board Member, Ryan Gregory, appointed by the Napa County Board of Supervisors.

7. **CONSENT CALENDAR:**

- a. **MR 17-001:**
APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 7, 2016.
- b. **Receive County of Napa Voucher Register Dated 11/22/16 through 12/26/16.**
- c. **RES 17-001:**
ADOPT RESOLUTION ACCEPTING COMPLETION AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF COMPLETION FOR THE

**SANITARY SEWER MANHOLE ADJUSTMENT PROJECT, PHASE IV
(CIP NO. 13702).**

- d. **MR 17-002:**
AUTHORIZE GENERAL MANAGER TO EXECUTE AGREEMENT WITH BIENATI CONSULTING GROUP, INC., DBA, CONSULTANTS TO MANAGEMENT, INC., TO PROVIDE FACILITATION SERVICES RELATED TO DEVELOPMENT OF THE DISTRICT'S 2017 STRATEGIC PLAN.
- e. **MR 17-003:**
AUTHORIZE CHAIR TO SIGN THE CAPACITY CHARGE DEFERRAL AGREEMENT FOR NAPA CREEK VILLAGE.
- f. **RES 17-002:**
ADOPT RESOLUTION ACCEPTING COMPLETION AND AUTHORIZING GENERAL MANAGER TO FILE THE NOTICE OF COMPLETION AT THE OFFICE OF THE RECORDER, NAPA COUNTY, CALIFORNIA FOR THE SARCO CREEK PIPELINE REPLACEMENT PROJECT (CIP 15703).
- g. **RES. 17-003:**
ADOPT RESOLUTION ACCEPTING COMPLETION AND AUTHORIZING GENERAL MANAGER TO FILE THE NOTICE OF COMPLETION AT THE OFFICE OF THE RECORDER, NAPA COUNTY, CALIFORNIA FOR THE MANHOLE REHABILITATION – NIPAK PROJECT (CIP 17703).
- h. **RES. 17-004:**
ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT GRANTING RELIEF ON APPLICATION FOR MODIFICATION OF SECTION 5.02.030.B.2.a OF THE NAPA SANITATION DISTRICT CODE AS APPLIED TO THE CORNER AT 660 MAIN STREET, IN THE CITY OF NAPA.
- i. **RES. 17-005:**
ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT ADOPTING AN INITIAL STUDY/MITIGATED NEGATIVE DECLARATION IN ACCORDANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR THE RECYCLED WATER RESERVOIR IMPROVEMENTS PROJECT, AND ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM.
- j. **MR 17-004:**
AUTHORIZE CHAIR TO SIGN INDEMNIFICATION AGREEMENT FOR 2999 SOLANO AVENUE.
- k. **MR 17-005:**
ACCEPT SASHA COURT SUBDIVISION (FORMERLY RUBINSTEIN SUBDIVISION) SANITARY SEWER IMPROVEMENTS FOR

MAINTENANCE AND OPERATION AND RELEASE PERFORMANCE BOND IN THE AMOUNT OF \$89,050.

1. Receive General Manager's Report for November, 2016.

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

AYES: GRAVETT, GRAVES, GREGORY, TECHEL
NOES: NONE
ABSENT: MOTT
ABSTAIN: GREGORY (Item 7A and 7E only)

8. REGULAR CALENDAR:

**a. MR 17-006:
INTRODUCE ORDINANCE FOR FIRST READING, AMENDING DISTRICT CODE 4.04.110 PROHIBITED WASTES AND 4.04.190 REPORTING REQUIREMENTS TO UPDATE LOCAL LIMITS, AND CORRECT STATUTORY REFERENCES UNDER THE SIGNATORY REQUIREMENTS FOR INDUSTRIAL USERS.**

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

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

Mark Koekemoer, Regulatory Compliance Manager, updated the Board on the changes referenced in the proposed ordinance. He reported that staff conducted a Local Limits Assessment per our new NPDES Permit. The report was sent to the San Francisco Bay Regional Water Quality Control Board (RWQCB), who had 60 days to review and provide comments. The District did not receive any comments from the RWQCB, which clears the path for NapaSan to adopt the newly proposed local limits in our ordinance. The changes in the proposed ordinance are based on the Local Limits Assessment. The Ordinance also clarifies code language regarding signature requirements for industrial users, and adds a definition for polyaromatic hydrocarbons, as recommended in NapaSan's most recent Pretreatment Compliance Audit.

**b. MR 17-007:
APPROVE THE PROJECT, CONCUR WITH STAFF'S DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE 2017 COLLECTION SYSTEM REHABILITATION PROJECT (CIP 17708).**

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

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

Matt Lemmon, Associate Engineer, gave an overview to the Board on the 2017 Collection System Rehabilitation Project. The project will consist of rehab/replacement of approximately 30,000 LF (5.7 miles) of sewer mains and 603 sewer laterals. The project will also replace or rehabilitate 30 manholes or flush holes. The project is being coordinated with the City of Napa's street paving. The project will cover several locations in the City as located on the map. The engineer's estimate for the project is \$5,200,000.

Lemmon reported that the notice inviting bids would go out January 13, 2017 with a bid opening date of February 14, 2017. Award of construction will be March 1, 2017 with an estimate substantial completion date in October 2017.

- c. **MR 17-008:**
ELECT RYAN GREGORY AS VICE-CHAIR, AND APPOINT RYAN GREGORY TO PERSONNEL COMMITTEE AND DISTRICT REPRESENTATIVE FOR NORTH BAY WATERSHED ASSOCIATION.

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

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

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy gave the Board a storm update from January 8th and 10th. He reported that NapaSan crews have been out in force monitoring our sewer lines and bypassing and moving water from overloaded sewer lines to other areas in the system. He reported there were overflows of diluted water due to system overload. NapaSan rented an additional Vactor vacuum truck to assist the crews, and the water truck was used as a vacuum truck, to help reduce overflows. Healy reported that crews have been doing a great job monitoring the system during the storms. Director Gravett commented that we should get the story out on how the crews worked hard during the storm events. Chair Techel recommended staff have discussions with the City and County staff to debrief on the storm and changes due to the flood control and bypass improvements.
- b. Healy announced that he would be attending the CASA conference January 18-20th.
- c. Healy reminded the Board of our upcoming annual Awards Banquet on February 3rd at 6:00 p.m. at the Elks Lodge.

10. **LEGAL COUNSEL REPORT:**

- a. Legal Counsel Bakker announced that he would be attending the CASA Conference.

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

- a. NBWRA meeting (12/19/16) – Chair Techel reported that she attended. Vice-Chair Caldwell was honored for his dedication to the organization.
- b. Finance Committee meeting (1/09/17) – Director Mott reported that he and Director Gravett attended the meeting. They discussed the budget assumptions and other agenda items, and items from that meeting will be scheduled for full Board consideration.

12. **UPCOMING MEETINGS:**

- a. NBWRA Board meeting – January 23, 2017
- b. Regular Board meeting - February 1, 2017
- c. Regular Board meeting – February 15, 2017
- d. Regular Board meeting – March 1, 2017

13. **ADJOURN TO CLOSED SESSION: (4:59 P.M.)**

- a. 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
- 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

14. **RECONVENE TO OPEN SESSION: (5:25 P.M.)**

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

Legal Counsel reported the Board took no reportable action in Closed Session.

16. **ADJOURNMENT: (5:25 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, February 1, 2017 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,

Clerk of the Board