



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, JUNE 20, 2018 CALLED TO ORDER AT 4:01 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair, RYAN GREGORY, Vice-Chair; PETER MOTT, MARY LUROS and DAVID GRAVES, Directors. ALSO PRESENT: TIMOTHY HEALY, General Manager; and JOHN BAKKER, Legal Counsel.

ABSENT: None.

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

4. **SAFETY MOMENT:** Director Luros read the safety topic: Critical days of summer.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 18-050:**  
**APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON JUNE 6, 2018.**
- b. **Receive County of Napa Voucher Register Dated 5/22/18 through 6/04/18.**
- c. **MR 18-051:**  
**AUTHORIZE OUT OF STATE TRAVEL FOR PLANT OPERATOR STEVEN CHAVIS FOR THE PURPOSE OF ATTENDING THE ANNUAL TRI-STATE CONFERENCE IN LAS VEGAS, NEVADA, FROM SEPTEMBER 25-27, 2018.**
- d. **RES 18-011:**  
**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF NAPA SANITATION DISTRICT PLEDGING REVENUES AND FUNDS TO REPAY THE CLEAN WATER STATE REVOLVING FUND LOAN FOR THE BROWNS VALLEY TRUNK PROJECT (CWSRF PROJECT #8244).**

**RES 18-012:**

**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF NAPA SANITATION DISTRICT STATING ITS INTENT TO REIMBURSEMENT EXPENDITURES FOR THE BROWNS VALLEY TRUNK PROJECT (SRF #8244).**

**RES 18-013:**

**ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF NAPA SANITATION DISTRICT REQUESTING A LOCAL MATCH CWSRF FINANCING AGREEMENT FOR THE BROWNS VALLEY TRUNK PROJECT (CWSRF #8244).**

e. **MR 18-052:**

**AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT 2 TO TASK ORDER 5 WITH CONSOLIDATED CM FOR ADDITIONAL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES DURING CONSTRUCTION FOR THE RECYCLED WATER RESERVOIR IMPROVEMENTS PROJECT (CIP 16716) IN THE AMOUNT OF \$24,223.37.**

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

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

8. **REGULAR CALENDAR:**

a. **Receive presentation on District-owned property, including current and potential future uses.**

Tim Healy, General Manager, gave a presentation on properties that NapaSan owns. He discussed the pump stations, wastewater treatment plant and ponds, former wastewater treatment plant and administration building site, and ranches owned by NapaSan. The Board and staff held discussion on the current uses of the properties and some potential future uses. The Board requested that staff schedule a Lands Committee meeting to discuss more details on the properties.

b. **MR 18-053:**

**APPROVE UPDATE TO THE SANITARY SEWER AND RECYCLED WATER STANDARDS.**

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

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

Andrew Damron, Technical Services Director, gave an overview of the proposed changes to NapaSan's Sanitary Sewer & Recycled Water Standards. He reported that the Standards are required by NapaSan's Code to set requirements for development construction, repair/rehabilitation of private systems, and modifications to NapaSan facilities by other parties. He reported that the Board approved the last full revision in 2012, with minor revisions approved in June 2017. Damron indicated the changes are to clarify the document to be consistent with current practice, and to correct minor typographical errors. He indicated that notable changes consist of 1) clarifying that recycled water standards are intended for private projects, 2) the requirement for radio communication equipment for recycled water meters, and 3) a clarification related to rehabilitate (CIPP) sewer pipes after spot repairs.

- c. **MR 18-054:**  
**REJECT ALL BIDS FOR THE 2018 SANITARY SEWER MANHOLE ADJUSTMENT PROJECT, PHASE VII (CIP 13702).**

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

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

- d. **MR 18-055:**  
**APPROVE THE PROJECT, CONCUR WITH CEQA DETERMINATION, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE 2018 MANHOLE ADJUSTMENT PROJECT, PHASE VIII (CIP 13702).**

Motion by GREGORY, seconded by LUROS, by the following vote:

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

Karl Ono, Associate Engineer, presented information on staff's request to reject bids for the 2018 Sanitary Sewer Manhole Adjustment Project, Phase VII. He discussed the project, the bid results received, and the reasoning for rejecting the bids. The project was designed to raise to grade approximately 85 sanitary sewer manholes and 10 sanitary sewer flush holes after completion of the City of Napa's annual paving projects. Replacement of an additional 12 large diameter manhole frames and covers were also included in the project, to facilitate NapaSan access to critical trunk mains.

Staff has spoken with bidders and discovered the bid prices came in higher than expected due to the timing of the project construction, uncertainty in meeting contract time constraints, and anticipated challenges in obtaining traffic control plan approval.

Ono explained that staff has made modifications to the new project by adding manholes to increase the scope and changes have been made to the bid documents in an effort to improve bid prices. The schedule has been adjusted to be more flexible with additional outreach planned for the project.

9. **GENERAL MANAGER REPORT:** None.
10. **LEGAL COUNSEL REPORT:** None.
11. **BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION:** None.
12. **UPCOMING MEETINGS:**
  - a. NBWA meeting -7/13/18
  - b. Regular Board meeting – July 18, 2018
  - c. NBWRA Board meeting – July 23, 2018
  - d. Regular Board meeting – August 1, 2018

13. **ADJOURNMENT: (5:39 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, July 18, 2018 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**