



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, NOVEMBER 7, 2018 CALLED TO ORDER AT 4:00 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: PETE MOTT, Director.

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

4. **SAFETY MOMENT:** Director Gregory read safety topic: Distracted Driving.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 18-086:**  
**APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON OCTOBER 17, 2018.**
- b. **Receive County of Napa Voucher Register Dated 10/02/18 through 10/22/18.**
- c. **MR 18-087:**  
**CANCEL THE REGULAR BOARD MEETING ON JANUARY 2, 2019 DUE TO THE NEW YEAR'S HOLIDAY.**
- d. **MR 18-088:**  
**APPROVE REVISED JOB CLASSIFICATION AND SET SALARY GRADE AT 198 FOR COLLECTION SYSTEM TECHNICIAN CLASSIFICATION, AND APPROVE SIDE LETTER NO. 5 TO TEAMSTERS LOCAL 315 MOU – RANK & FILE UNIT.**
- e. **MR 18-089:**  
**APPROVE REFUND OF \$7,657.20 FOR F/Y 2017-18, \$6,658.56 FOR FY 2016-17 AND \$5,790.00 FOR F/Y 2015-16 (TOTAL OF \$20,105.76) FOR**

**SEWER SERVICE CHARGES FOR ASSESSOR PARCEL NUMBER 046-580-022, LOCATED AT 108-140 ADOBE LANE.**

- f. **MR 18-090:**  
**AUTHORIZE CHAIR TO SIGN INDEMNIFICATION AGREEMENT FOR OAK CREEK EAST HOMEOWNER ASSOCIATION.**
- g. **RES. 18-025:**  
**ADOPT RESOLUTION ESTABLISHING TERMS AND CONDITIONS AND ORDERING ANNEXATION OF TERRITORY – ALSTON PARK 2037 DRY CREEK ROAD (APN'S 035-120-032 AND 035-120-034) – NAPASAN ANNEXATION 000025.**
- h. **MR 18-091:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER NO. 67 WITH GHD TO PROVIDE PROFESSIONAL SERVICES FOR THE INFLOW AND INFILTRATION (I&I) REDUCTION PROGRAM (CIP 13705) FOR COLLECTION SYSTEM FLOW MONITORING IN THE AMOUNT OF \$121,520.**
- i. **MR 18-092:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT NO. 03 TO TASK ORDER NO. 50 WITH GHD TO PROVIDE DESIGN SERVICES FOR THE BROWNS VALLEY TRUNK PROJECT (CIP 14703) IN THE AMOUNT OF \$44,640.**
- j. **Receive General Manager's Report for September 2018.**

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

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

**8. REGULAR CALENDAR:**

- a. **MR 18-093:**  
**AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE BROWNS VALLEY TRUNK PROJECT (CIP 14703), WHEN APPROPRIATE.**

Robin Gamble-Holley gave a presentation on the Browns Valley Trunk Project, which is part of the 2007 Collection System Master Plan. She reviewed the project alignment going from Browns Valley Road to First Street, onto Freeway Drive crossing Highway 29 at Old Sonoma Road and continuing through downtown Napa on Sycamore and Spruce Streets, ending at West Napa Pump Station on South Coombs Street. She reported that four different alignments on the project were studied. Eight major Inflow and Infiltration (I&I) projects have

been completed to date as part of the Collection System Master Plan to assist in resolving capacity issues in the West Napa Basin area.

Gamble-Holley reviewed the project scope and reported that staff has conducted several pre-construction public outreach meetings with residents, commercial business owners, and staff from the City and County of Napa. Staff has also discussed coordination and planning with Caltrans, Napa Valley Transportation Authority and Napa Recycling. Staff has also developed an outreach plan with stakeholders to implement during construction. Some traffic impacts will occur as with any construction project.

Gamble-Holley reported there would be an estimated \$8M in savings on the project, including the pump station, with SRF funding through Green Project Reserve, \$4M for loan forgiveness for the “green” portion and \$4M with local match financing. She reported on the project schedule, beginning with bidding in November/December of 2018 and ending with construction completion estimated in the fall of 2020.

Project construction costs are estimated at \$18,860,000 for the pipeline, \$7,000,000 for West Napa Pump Station, with soft costs approximately \$3,000,000 for a total of \$29,000,000 for the entire project. The loan forgiveness of \$4M would bring the cost down to \$25,000,000.

Board and staff held discussion.

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

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

**b. Consider CASA Conference attendance in Indian Wells, CA January 23-25, 20109.**

Board discussed attending the January CASA Conference. Director Luros and Vice-Chair Gregory expressed interest in attending.

**9. GENERAL MANAGER REPORT:**

- a. General Manager Healy reported he recently received and reviewed the Cinedome Master Plan. A public hearing will be held at 6:30 p.m. at the City Council meeting on November 13. The document does include some comments that were made for adjustments on Pearl and West Streets and some changes were made to parking structures.

**10. LEGAL COUNSEL REPORT: None.**

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

- a. NBWRA Board meeting (12/22/18) – Chair Techel reported she attending the meeting via telephone. She reported they discussed reports and updates.
- b. North Bay Watershed Association meeting (11/02/18) – Vice-Chair Gregory attended the meeting. He reported they continued discussion on strategic planning. He reported that Napa County staff has been asked to look into joining the organization.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – December 5, 2018
- b. North Bay Watershed Association meeting – December 7, 2018
- c. Regular Board meeting – December 19, 2018
- d. Regular Board meeting – January 2, 2019 – cancelled
- e. Regular Board meeting – January 16, 2019

13. **ADJOURNMENT (4:31 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, December 5, 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**