



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, DECEMBER 19, 2018 CALLED TO ORDER AT 4:04 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: One Director position vacant due to City Councilmember elections. The City of Napa public member at large announcement will go out to the public this month.

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

4. **SAFETY MOMENT:** Director Graves read safety topic: Drunk/Drugged Driving Prevention.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 18-103:**
APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 5, 2018.
- b. **Receive County of Napa Voucher Register dated 11/20/18 through 12/03/18.**
- c. **MR 18-104:**
AUTHORIZE PURCHASING AGENT TO EXECUTE AMENDMENT NO. 4 TO TASK ORDER NO. 50 WITH GHD TO PROVIDE DESIGN SERVICE FOR THE BROWNS VALLEY TRUNK PROJECT (CIP 14703) IN THE AMOUNT OF \$17,628.
- d. **MR 18-105:**
APPROVE AMENDMENT TO REIMBURSEMENT AGREEMENT WITH NAPA COUNTY FOR THE SOUTHEAST NAPA SEWER AND ROADWAY REHABILITATION PROJECT (CIP 18706).

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

AYES: GREGORY, GRAVES, LUROS, TECHEL
 NOES: NONE
 ABSENT: NONE
 ABSTAIN: LUROS (Item 7A only)

8. **REGULAR CALENDAR:**

- a. **MR 18-106:**
AWARD THE CONSTRUCTION CONTRACT (BASE BID PLUS BID ALTERNATE) FOR THE SOUTHEAST NAPA SEWER AND ROADWAY REHABILITATION PROJECT (CIP 18706) TO CRATUS, INC. FOR THE BID AMOUNT OF \$7,038,772, AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT WITH THE CONTRACTOR AND ISSUE THE NOTICE TO PROCEED, WHEN APPROPRIATE.

Karl Ono, Associate Engineer, gave a presentation on the Southeast Napa Sewer and Roadway Rehabilitation Project. He reported there were four bidders for the project and the engineer's estimate for the base bid plus alternate is \$7,850,000. He reviewed the project background, scope and schedule. Ono reported that the project is being coordinated with the City and County of Napa paving project schedules to minimize impacts. NapaSan and Napa County are collaborating to combine sewer rehabilitation and paving into one project. The two agencies are entering into a reimbursement agreement that was approved on the Consent Calendar. Low bidder on the project is Cratus, Inc. at \$7,038,772 for the base bid and alternate. Construction is scheduled to begin in March 2019 with a completion date of October, 2019. Post-construction flow monitoring is estimated to occur winter of 2019/2020.

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

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

- b. **Receive presentation by Michael Fitch, Engineering Intern, on internship projects.**

Michael Fitch, engineering intern, gave a presentation on the tasks and projects he has worked on at NapaSan over the last 18 months. He reported he is currently attending Napa Valley College and plans to transfer to U.C. Davis in the fall of 2019 to pursue a degree in Civil Engineering. He thanked the Board and the Engineering Department staff for the opportunity to intern at NapaSan.

- c. **Discuss Appointment of Board Members to NapaSan Committees.**

General Manager Healy indicated there is a need to review the Board's subcommittees due to the change in the City of Napa Council Members and

structure of our Board of Directors. A Finance Committee meeting is needed in the near future to review budget planning. Healy reported the Board would again review the subcommittee members once the City of Napa Public Appointee has been chosen.

Discussion was held and decisions were made to keep the Personnel Committee as is with Chair Techel and Vice-Chair Gregory. Finance Committee members will be Vice-Chair Gregory and Director Graves; and Long-Term Planning Committee members will be Chair Techel and Director Luros. The Lands Committee will stay the same with Directors Luros and Graves. No changes were made to the NBWRA or North Bay Watershed Association Board representatives.

9. **GENERAL MANAGER REPORT:** None.

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

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

- a. North Bay Watershed Association meeting (12/7/18) – Vice-Chair Gregory attended the meeting. He reported they reviewed and discussed the strategic plan.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association meeting – January 4, 2019
- b. Regular Board meeting - January 16, 2019 (Luros will not be attending)
- c. CASA Conference – January 23-25, 2019 (Luros and Gregory attending)
- d. North Bay Watershed Association meeting – February 1, 2019
- e. Regular Board meeting – February 6, 2019

13. **ADJOURNMENT (4:30 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, January 16, 2019 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