



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, FEBRUARY 6, 2018 CALLED TO ORDER AT 4:04 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: MARY LUROS, Acting Chair; DAVID GRAVES, Director; and ALFREDO PEDROZA, Alternate Director. ALSO PRESENT: JEFF TUCKER, Director of Administrative Services, in the absence of TIMOTHY HEALY, General Manager; and JOHN BAKKER, Legal Counsel.

ABSENT: JILL TECHEL, Chair; RYAN GREGORY, Vice Chair; PETE MOTT, Director; and TIMOTHY HEALY, General Manager.

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

4. **SAFETY MOMENT:** Alternate Director Pedroza read safety topic: Health and Safety of Employees.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 19-006:**
APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON JANUARY 16, 2019.
- b. **Receive County of Napa Voucher Register dated 1/01/19 through 1/21/19.**
- c. **Receive General Manager's Report for December 2018.**

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

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

8. **REGULAR CALENDAR:**

- a. **MR 19-007:**
APPROVE THE PROJECT, CONCUR WITH STAFF'S CEQA DETERMINATION, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE 2019 TREATMENT PLANT IMPROVEMENTS PROJECT (CIP 18740).

Simon Kobayahsi, Associate Engineer, gave a presentation on the 2019 Treatment Plant Improvements Project. He reviewed the scope, budget and schedule. The scope includes rehabilitation of chemical storage building and plant paving. The engineer's estimate for the project totals \$1,428,000. Bid opening will occur in March 2019 with award of contract in April 2019. Completion of project in estimated for November 2019.

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

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

- b. **MR 19-008:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER 30 WITH HDR ENGINEERING, INC. TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE PRIMARY CLARIFIER AND DAF CLARIFIER REHABILITATION PROJECT (CIP 16712) IN THE AMOUNT OF \$173,351.

Karl Ono, Associate Engineer, gave a presentation on the Primary Clarifier and DAF Clarifier Rehabilitation Project. He reported on the background and condition assessment findings on the primary clarifiers, DAF clarifier and the chlorine contact basins. The priority on the rehab project begins with the primary clarifiers, then the DAF clarifier with the chlorine contact basins to follow. Ono reviewed the general project scope and anticipated schedule. The design of the project will take place between February to July 2019. The project will go out to bid in August 2019 and construction will begin in summer, 2020.

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

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

9. **GENERAL MANAGER REPORT:** None.
10. **LEGAL COUNSEL REPORT:** Legal Counsel Bakker reported that he would be on vacation the week of February 18, 2019. Tivonna Stern of Meyers Nave's office will attend the Board meeting on February 20, 2019 in his place.
11. **BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION:**

- a. Chair Luros reported that Pete Mott had been appointed by the City Council to serve as the citizen representative to the NapaSan board.
- b. Finance Committee meeting (1/17/19) – Director Graves reported he attended the meeting, and he is pleased with the transparency of information staff presented.
- c. CASA Conference (1/23/19 – 1/25/19) – Director Luros reported she attended the conference along with Vice-Chair Gregory. There were very good sessions including diversity in the workplace and a legislative update regarding wipes labeling and restrictions that are in the works.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – February 20, 2019
- b. North Bay Watershed Association meeting – March 1, 2019 (NapaSan will host)
- c. Regular Board meeting – March 6, 2019
- d. Regular Board meeting – March 20, 2019 (Board Workshop – 4-7:00 p.m.)

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

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, February 20, 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