



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, OCTOBER 2, 2019 CALLED TO ORDER AT 4:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair (absent at roll-call, present at 4:05 p.m.); RYAN GREGORY, Vice-Chair; MARY LUROS, DAVID GRAVES and PETE MOTT Directors. ALSO PRESENT: JEFF TUCKER, Director of Administrative Services/CFO, and JOHN BAKKER, Legal Counsel.

ABSENT: TIM HEALY, General Manager.

3. **REVIEW OF AGENDA:** No changes to the agenda.

4. **SAFETY MOMENT:** Director Graves read the safety topic: National Fire Prevention Week.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **MR 19-068:**

APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON SEPTEMBER 18, 2019.

b. **Receive County of Napa Voucher Register dated 9/03/19 through 9/16/19.**

c. **RES 19-022:**

ADOPT RESOLUTION ESTABLISHING TERMS AND CONDITIONS AND ORDERING ANNEXATION OF TERRITORY - APN 057-170-008 AND 057-17-019 – DEVLIN ROAD NO. 4 – NAPASAN ANNEXATION 000033.

d. **RES 19-023:**

ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA APPROVING AN OUTSIDE SERVICE AGREEMENT FOR PROPERTY LOCATED AT 3660 LINDA VISTA AVENUE (APN 007-231-002).

e. **Receive General Manager's Report for August 2019.**

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

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

8. **REGULAR CALENDAR:**

- a. **MR 19-069:**
APPROVE THE PROJECT, CONCUR WITH STAFF'S DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE THE NOTICE INVITING BIDS FOR THE 2020 COLLECTION SYSTEM REHABILITATION PROJECT (CIP 19703).

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

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

Simon Kobayashi, Associate Engineer, gave a presentation on the 2020 Sewer System Rehabilitation Project. He reviewed the background and locations of the project scope, and how it relates to the nine major rehabilitation projects completed since the last Collection System Master Plan update. Kobayashi reported on the pipelines' age and condition within the project areas. Pipe bursting and cured-in-place pipe (CIPP) methods will be used for the rehabilitation. The engineer's estimate on the project is \$5,800,000 and includes 29,700 LF of sewer main rehabilitation (5.6 miles and 2.1% of the system), 76 structures and 340 laterals. The bid opening is scheduled for mid-November 2019 with the award of the construction bid scheduled for December 4, 2019. The estimated project completion is October 2020.

- b. **MR 19-070:**
AWARD CONSTRUCTION CONTRACT FOR THE 2019 MANHOLE REHABILITATION PROJECT (CIP 20702) TO H&R PLUMBING AND DRAIN CLEANING, INC. FOR THE BID AMOUNT OF \$182,120 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT WITH THE CONTRACTOR AND ISSUE THE NOTICE TO PROCEED, WHEN APPROPRIATE.

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

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

ABSTAIN: NONE

Karl Ono, Associate Engineer, gave a presentation on the 2019 Manhole Rehabilitation Project. He described the work to be performed and how the manholes were selected. The scope of the project includes injecting chemical grout at active leaks at channel and pipe connections on 26 manholes, and full manhole coating on 66 manholes. Ono reported the project was designed in-house and NapaSan staff will perform construction management and inspection services. The engineer's estimate for the project was \$185,000. The project is scheduled to begin construction in November 2019 with completion in April 2020.

9. **GENERAL MANAGER REPORT:**

- a. Director of Administrative Services/CFO, Jeff Tucker reported that General Manager Healy's surgery went well and he is recovering. He estimates he will be back in the office in approximately three weeks.
- b. Tucker reported that the SAS 114 letter from NapaSan's Auditor was handed out to the Board Members at the meeting. This letter is required to be given to Board Members annually explaining the scope of work for our annual outside audit.
- c. Tucker reported that the Los Carneros Water District will be holding their Board meetings at NapaSan offices in the future and will use NapaSan's address as their official mailing address. They hold five or six Board meetings a year on the second Tuesday of the month generally. Andrew Damron, Technical Services Director, attends the meetings regularly and will be responsible for closing the office after the meetings.

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

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

- a. None.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association meeting – October 4, 2019
- b. Regular Board meeting – October 16, 2019 (Director Lueros will be absent)
- c. NBWRA Board meeting – October 28, 2019
- d. Regular Board meeting – November 6, 2019 (Director Mott will be absent)

13. **ADJOURNMENT TO CLOSED SESSION: (4:25 P.M.)**

- a. CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6
Agency Designated Representative: Glenn Berkheimer
Employee Organizations: Teamsters Local 315 – Rank & File Unit, Teamsters Local 315 – Supervisors Unit, and AMPNSD Unit
- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Paragraph (1) of subdivision (d) of Section 54956.9

Name of Case: Raja Development Corp., et al. v. Napa Sanitary District, Napa
Superior Court Case No. 19CV000682

14. **RECONVENE TO OPEN SESSION: (5:07 P.M.)**

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

Legal Counsel Bakker reported the Board took no reportable action in closed session.

16. **ADJOURNMENT (5:07 P.M.)**

Adjourn to Napa Sanitation District Special Meeting on Wednesday, October 2, 2019 at
5:07 p.m.at the Napa Sanitation District Administration Building, 1515 Soscol Ferry
Road, Napa, California.

Respectfully submitted,

Clerk of the Board