



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, JANUARY 15, 2020 CALLED TO ORDER AT 4:03 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; RYAN GREGORY, Vice-Chair; DAVID GRAVES, MARY LUROS, and PETE MOTT, Directors. ALSO PRESENT: TIM HEALY, General Manager, and RACHEL HUNDLEY, Legal Counsel.

ABSENT: None.

3. **REVIEW OF AGENDA:** General Manager Healy requested that item Item 8C be pulled from the agenda as Dan Fritz, the presenter for the item, is out ill. This item will be presented at the February 5, 2020 Board meeting.

4. **SAFETY MOMENT:** Director Gregory read the safety topic – National Radon Action month.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **MR 20-001:**
APPROVAL OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 18, 2019.

b. **Receive County of Napa Voucher Register dated 12/03/19 through 12/30/19.**

c. **RES. 20-001:**
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT AUTHORIZING THE GENERAL MANAGER, DIRECTOR OF ADMINISTRATIVE SERVICES AND TECHNICAL SERVICES DIRECTOR TO REQUEST REIMBURSEMENTS AND MAKE CHANGES UNDER THE INSTALLMENT SALE AGREEMENT WITH THE SWRCB FOR THE BROWNS VALLEY ROAD SEWER INTERCEPTOR AND WEST NAPA PUMP STATION IMPROVEMENT PROJECT.

- d. **MR 20-002:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT 2 TO TASK ORDER 4 WITH HAZEN AND SAWYER TO PROVIDE ENGINEERING SERVICES TO DESIGN THE WEST NAPA PUMP STATION IMPROVEMENT PROJECT (CIP 17711) IN THE AMOUNT OF \$39,830.
- e. **Receive the General Manager's Report for November 2019.**

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

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

8. **REGULAR CALENDAR:**

- a. **Receive presentation from staff on the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701) and provide direction.**

Karl Ono, Associate Engineer, gave a presentation on the project including the background, condition assessment results, and project scope and challenges. Ono reported the design of the project is 60% complete and the CEQA/permitting is in progress. Bidding for the project will be fall/winter of 2020 with construction beginning summer 2021. The estimated construction cost at this time is \$15,000,000. He reported the plan is to issue bonds in approximately October of 2020.

Board and staff held discussion.

- b. **Receive informational presentation on Energy & Chemical Savings Options.**

James Keller, Operations Services Director, gave a presentation to the Board on the energy and chemical savings options, which is part of the Board's 2019 Strategic Plan, Items 3B and 6E. He reported that Brown & Caldwell studied chemical alternatives in their report from June of 2019. Keller reviewed each chemical alternative evaluation.

The study recommendations include the following options: repair the 66 inch trunk; install Ultraviolet Transmittance (UVT) sensor; confirm the hydraulic capacity through existing contact basins; test ferric sulfate for H₂S removal at the headworks; engage membrane filtration (MF) manufacturers to test chloride-free polymer on membranes; and conduct MF/RO (reverse osmosis) pilot testing.

Board and staff held discussion

- c. **Item was pulled from agenda.**

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy introduced legal counsel Rachel Hundley of Meyers Nave law firm. John Bakker was not able to attend the meeting. Ms. Hundley has previously filled in for Mr. Bakker.
- b. Healy reminded the Board of our annual employee awards banquet on Friday, February 7, 2020 at 6:00 p.m. at the Elks Lodge.
- c. Healy provided the Board with a copy of a thank you note from Napa Valley College engineering instructor Priti Brahma. She thanked NapaSan for the presentation Andrew Damron gave to her engineering class and Stephanie Turnipseed for providing a tour of NapaSan treatment plant.
- d. Healy announced that today is Administrative Services Director Jeff Tucker's last Board meeting. Mr. Tucker will be moving on to a new position at another wastewater agency. Jeff has developed a transition plan that will temporarily divide his duties amongst other staff members. Mr. Healy reported that Mr. Tucker has been with NapaSan for 10 ½ years and he will be sorely missed.

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

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

- a. North Bay Watershed Association meeting (1/03/20) – Vice-Chair Gregory attended the meeting. There was a discussion on climate change.

12. **UPCOMING MEETINGS:**

- a. Finance Committee meeting – January 16, 2020
- b. CASA Conference – January 21-23, 2020
- c. Regular Board meeting – February 5, 2020 (Director Mott will be absent)
- d. North Bay Watershed Association meeting – February 7, 2020
- e. Regular Board meeting – February 19, 2020

13. **ADJOURNMENT TO CLOSED SESSION (4:52 P.M.):**

- a. **CONFERENCE WITH LABOR NEGOTIATORS**
Agency Designated Representatives: Glenn Berkheimer and Tim Healy
Unrepresented employee: Director of Administrative Services/Chief Financial Officer
- b. **CONFERENCE WITH LABOR NEGOTIATORS**
Agency Designated Representative: John Bakker
Unrepresented employee: General Manager
- c. **CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6**
Agency Designated Representative: Glenn Berkheimer
Employee Organization: Teamsters Local 315 – Rank & File Unit
- d. **CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6**

Agency Designated Representative: Glenn Berkheimer
Employee Organization: Teamsters Local 315 – Supervisors Unit

- e. CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6

Agency Designated Representative: Glenn Berkheimer
Employee Organization: Association of Management Professionals of Napa Sanitation District

- f. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: APN: 057-010-036 and part of APN 057-010-037 (Somky Ranch)
Agency Negotiator: Tim Healy, General Manager
Negotiating parties: Capbridge
Under Negotiation: Price and terms of payment

- 14. **RECONVENE TO OPEN SESSION: (6:05 P.M.)**

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

Legal Counsel Hundley reported there was no reportable action taken in closed session.

- 16. **ADJOURNMENT (6:05 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on February 5, 2020 at 4:00 P.M. at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

Respectfully submitted,

Clerk of the Board