



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 19, 2020 CALLED TO ORDER AT 4:05 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: DAVID GRAVES, Director.

3. **REVIEW OF AGENDA:** General Manager Healy reported that District labor negotiator Glenn Berkheimer is unable to attend today's meeting. He requested the five labor negotiation matters be pulled from the Closed Session agenda.

4. **SAFETY MOMENT:** Director Luros read the safety topic – tips & techniques for driving in the rain.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 20-008:**
APPROVAL OF THE MINUTES FROM THE REGULAR MEETING ON FEBRUARY 5, 2020.
- b. **Receive County of Napa Voucher Register dated 1/21/20 through 2/03/20.**
- c. **MR 20-009:**
APPROVE BUDGET ASSUMPTIONS FOR F/Y 2020/21 BUDGET DEVELOPMENT PROCESS AND BUDGET CALENDAR.
- d. **MR 20-002:**
ADOPT RESOLUTION ACCEPTING COMPLETION AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF COMPLETION FOR THE SANITARY SEWER MANHOLE ADJUSTMENT PROJECT, PHASE IX (CIP 13702).

- e. **Receive and file the Quarterly Report and Priority Project Status for October, November, December 2019.**

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

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

8. **REGULAR CALENDAR:**

- a. **Receive presentation from staff on LAFCO's Countywide Water and Wastewater Municipal Service Review (MSR) Administrative Draft, discuss and provide direction to staff if applicable.**

Tim Healy, General Manager, presented information on the LAFCO Municipal Services Review (MSR) Administrative Draft. He reviewed the Napa County potable water, recycled water and wastewater service providers who are participating in the MSR, as well as the previous LAFCO reviews over the past twenty years regarding merits of reorganization of NapaSan.

Healy reviewed the current MSR assessment and reported that it concurs with previous analyses regarding NapaSan. The report recommends that the district type, service structure, and governance structure remain unchanged. Healy reviewed the recommendations proposed in the MSR Administrative Draft regarding NapaSan, and the estimated schedule for the MSR.

Board and staff held discussion.

- b. **Receive presentation from staff on the progress of the Collection System Master Plan and provide direction.**

Matt Lemmon, Senior Civil Engineer, gave a presentation on the progress of the Collection System Master Plan (CSMP). He reported the primary goal of the CSMP update is to identify a plan for long-term collection system reliability by evaluating the anticipated service levels required against the existing and planned demands on the system.

Lemmon reviewed the plan for the 2020 CSMP Phase 1 and Phase 2 projects. He reviewed the project prioritization indicating that Inflow and Infiltration (I/I) is the preferred alternative over capacity improvements. Staff will prioritize projects in areas where sewer system overflows occur more frequently. CIP recommendations will be based on the 2% rehabilitation program.

Lemmon reviewed the schedule for the CSMP update. A presentation will be brought before the Board in April, 2020 with approval of the Master Plan scheduled in May or June of 2020.

Board and staff held discussion.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported that the bid opening for the Browns Valley Trunk Rehabilitation project took place on Tuesday, February 11, 2020 and the bid opening for the West Napa Pump Station project took place earlier today, February 19, 2020. He announced that both bids came in under the engineer's estimates for the projects. Staff is currently evaluating the bids. Both projects are scheduled to be awarded at the March 4, 2020 Board meeting. Healy reported that the \$40M loan from State Revolving Fund would cover the cost of both projects. This is a zero percent loan and NapaSan will receive \$4M credit for the West Napa Pump Station green project status.

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

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

- a. North Bay Watershed Association meeting (2/07/2020): Vice-Chair Gregory reported that he was unable to attend the meeting.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – March 4, 2020 (City Council meeting at 6:30 p.m.)
- b. North Bay Watershed Association meeting – March 6, 2020
- c. Regular Board meeting – March 18, 2020
- d. Regular Board meeting – April 1, 2020

13. **ADJOURNMENT (4:59 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on March 4, 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