



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 7, 2020 CALLED TO ORDER AT 4:05 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: PETE MOTT, Director.

3. **REVIEW OF AGENDA:** No changes. Chair Techel reported she will be attending the December 2, 2020 Board meeting. The new Mayor will take office and replace her on the NapaSan Board beginning the meeting on December 16, 2020.

4. **SAFETY MOMENT:** Director Gregory read the safety topic – Don't Ignore Warning Signs.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **MR 20-056:**  
**APPROVAL OF THE MINUTES FROM THE REGULAR MEETING ON SEPTEMBER 16, 2020.**

b. **Receive County of Napa Voucher Register dated 9/01/20 through 9/21/20.**

c. **MR 20-057:**  
**AWARD CONSTRUCTION CONTRACT FOR THE SANITARY SEWER MANHOLE ADJUSTMENT PROJECT, PHASE X (CIP 13702), TO THE LOWEST RESPONSIVE BIDDER, H&R PLUMBING AND DRAIN CLEANING, INC. FOR THE AMOUNT OF \$122,535 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT WITH THE CONTRACTOR AND ISSUE THE NOTICE TO PROCEED, WHEN APPROPRIATE.**

d. **Receive General Manager's Report for August, 2020.**

Motion by GRAVES, seconded by LUROS, by the following roll-call vote:

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

8. **REGULAR CALENDAR:**

- a. **MR 20-058:**  
**AUTHORIZE THE GENERAL MANAGER TO EXECUTE A LETTER OF INTENT WITH NEXTERA ENERGY, INC. TO ENTER INTO A POWER PURCHASE AGREEMENT (PPA) FOR A LINEAR GENERATOR PROJECT.**

Motion by GREGORY, seconded by LUROS, by the following roll-call vote:

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

Andrew Damron, Technical Services Director, introduced Gopal Shanker who presented information on this item. Gopal Shanker provided information to the Board on the proposed Power Purchase Agreement with NextEra Energy, Inc., including the background of discussions with Recolte Energy and the options that were reviewed over the last few years. In 2019, Recolte began discussions with NextEra regarding a technology called a linear magnetic generator (LMG).

Mr. Shanker discussed the benefits of the LMG to NapaSan, as well as next steps in the process. He indicated the importance of executing the letter of intent while the rebate funding is still available. Board and staff held discussion with Mr. Shanker.

- b. **Receive presentation on sewer service rate study policy alternatives and provide direction to staff.**

Andrew Damron, Technical Services Director, introduced Jennifer Ivey and Mark Panny from Carollo Engineers, who are the consultants making the presentation via Zoom for the rate study. The purpose of the study is to allocate NapaSan operating and capital costs among customer classes equitably and in conformance with state law, and to develop a sewer rate structure that is fair and equitable.

Ms. Ivey reviewed the project background and “cost of service” billing approach for non-residential customers. She also discussed the background relating to non-residential rate formula.

Ms. Ivey discussed the updated average household water usage number and total BOD and TSS. She reviewed changes to single-family residential flow assumptions and the impact it could have on the calculation of EDUs for non-residential

customers. Ms. Ivey reviewed changes to single-family residence flow and cost allocation, which results in changes to the EDU formula.

Mr. Panny reviewed potential shifts in total billed amounts by class for sewer service charges based on the potential changes to EDUs. He also reviewed different approaches for EDU calculation methodologies.

Consultants reviewed the topics that will be presented at each of the next three Board meetings. A final rate recommendation is tentatively scheduled for the November 18, 2020 Board meeting.

Board and staff held discussion.

- c. **MR 20-059:**  
**APPROVE THE PROJECT, CONCUR WITH STAFF'S DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE 2021 COLLECTION SYSTEM REHABILITATION PROJECT (CIP 20703).**

Motion by GREGORY, seconded by GRAVES, by the following roll-call vote:

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

Karl Ono, Associate Engineer, gave a presentation on the background and project area of the 2021 Collection System Rehabilitation Project. He indicated the area was selected based on high Inflow & Infiltration (I&I), old deteriorated pipes, and work that can be done in advance of the upcoming Measure T and Local Streets Paving Program.

Ono reported that the pipe rehabilitation would consist of open cut, pipe bursting and cured-in-place (CIPP) methods. He indicated that 5,200 LF of AC (asbestos cement) pipe is to be pipe bursted, which will be a pilot project for this type of repair. The bid package includes a base bid and bid alternatives A and B. Ono reviewed the anticipated project schedule.

9. **GENERAL MANAGER REPORT:** None.
10. **LEGAL COUNSEL REPORT:** None.
11. **BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION:**
- a. Personnel Committee meeting (9/28/2020) - Chair Techel and Vice-Chair Gregory attended. They will report to the Board in Closed Session.
  - b. North Bay Watershed Association meeting (10/02/20) – Vice-Chair Gregory was not able to attend due to the wildfire activities.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – October 21, 2020
- b. North Bay Watereuse Association meeting – October 26, 2020
- c. Regular Board meeting – November 4, 2020
- d. North Bay Watershed Association meeting – November 6, 2020

13. **ADJOURNMENT TO CLOSED SESSION: (5:29 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: Association of Management Professionals of Napa Sanitation District

Legal counsel Bakker reported he does not expect any reportable action in closed session.

14. **RECONVENE TO OPEN SESSION: (6:30 P.M.)**

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

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

16. **ADJOURNMENT: (6:30 P.M.):**

Adjourn to Napa Sanitation District Regular Meeting on October 21, 2020 at 4:00 P.M. at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

**Respectfully submitted,**

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**Clerk of the Board**