



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, NOVEMBER 4, 2020 CALLED TO ORDER AT 4:01 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: None.

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

4. **SAFETY MOMENT:** Director Luros read the safety topic – Safe Wet Weather Driving.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 20-063:**
APPROVAL OF THE MINUTES FROM THE REGULAR MEETING ON OCTOBER 21, 2020.
- b. **Receive County of Napa Voucher Register dated 10/06/20 through 10/19/20.**
- c. **RES 20-018:**
ADOPT RESOLUTION APPROVING AND ADOPTING NEW PAY SCHEDULES FOR FISCAL YEAR 2020-21, EFFECTIVE JULY 11, 2020.
- d. **MR 20-064:**
APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH ASSOCIATION OF MANAGEMENT PROFESSIONALS OF NAPA SANITATION DISTRICT.
- e. **RES. 20-019:**
ADOPT RESOLUTION OF APPLICATION ESTABLISHING TERMS AND CONDITIONS AND REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO BEGIN PROCEEDINGS FOR THE ANNEXATION OF TERRITORY TO THE NAPA SANITATION DISTRICT– APNS 057-020-

006, 057-020-017, AND 057-020-018 – MONTALCINO RESORT – NAPASAN ANNEXATION 000038.

- f. **MR 20-065:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER NO. 37 WITH CAROLLO TO PROVIDE PROFESSIONAL SERVICES FOR THE INFLOW AND INFILTRATION (I&I) REDUCTION PROGRAM (CIP 13705) FOR COLLECTION SYSTEM FLOW MONITORING AND I&I RECONNAISSANCE IN THE AMOUNT OF \$196,100.
- g. **Receive General Manager’s Report for September, 2020.**

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

AYES: GRAVES, GREGORY, LUROS, MOTT, TECHEL
NOES: TECHEL (Item 7D only)
ABSENT: NONE
ABSTAIN: NONE

8. REGULAR CALENDAR:

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

Jennifer Ivey from Carollo Engineers presented further information via zoom for the rate study.

Ms. Ivey reviewed the rate-setting process that includes inputs and assessments that have been updated over the last several months. Input data came from the Capital Improvement Program, Operating Budget, Labor Agreements and water usage information. She discussed the summary of proposed residential rate structure changes by class for the five-year rate period. She also reviewed the non-residential rate recommendations for the next five years and gave examples of estimated rates for different business types.

Ms. Ivey indicated the draft final report with rate recommendations will be presented at the November 18, 2020 Board meeting.

Board and staff held discussion regarding the proposed rates and the outreach plan. Staff indicated a discussion regarding the Prop. 218 notice and what that will include will be held at a Board meeting in the near future.

- b. **RES. 20-020:**
ADOPT RESOLUTION ACCEPTING COMPLETION AND AUTHORIZING GENERAL MANAGER TO FILE THE NOTICE OF COMPLETION AT THE OFFICE OF THE RECORDER, NAPA COUNTY, CALIFORNIA FOR THE POND BIOSOLIDS REMOVAL AND REUSE PROJECT (CIP 13745).

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

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

Matt Lemmon, Senior Civil Engineer gave a presentation on the Pond Biosolids Removal and Reuse Project. He reviewed the project background including previous projects done in 1999 and 2008. Lemmon stated this project concentrated on the removing biosolids from sections of the pond that were the biggest priority. Total cost for the project was \$2,294,410 and 3,577 dry tons of biosolids were removed from Pond 1.

Lemmon indicated there was one change order on the project, which was required to account for differing site conditions that decreased the contractor's level of productivity. He reported that the biosolids application rates were lower than originally anticipated and the testing results from third party laboratories were not available within the anticipated timeframe.

Lemmon reported that the project resulted in successful removal of biosolids from the northern end Pond 1. Additional pond biosolids projects are scheduled in the CIP for years 2026 and 2029. The Board and staff held discussion.

9. **GENERAL MANAGER REPORT:** None.

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

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

- a. NBWRA Board meeting (10/26/20) – Chair Techel reported she attend the zoom meeting. This was the last NBWRA Board meeting she will attend as Chair of NapaSan.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association meeting – November 6, 2020
- b. Regular Board meeting – November 18, 2020
- c. Regular Board meeting – December 2, 2020
- d. Regular Board meeting – December 16, 2020

13. **ADJOURNMENT TO CLOSED SESSION: (5:04 P.M.)**

- a. CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representative: John Bakker
Unrepresented employee: General Manager

Legal counsel Bakker reported he does not expect the Board to take any reportable action during closed session.

14. **RECONVENE TO OPEN SESSION: (5:15 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: (5:15 P.M.):**

Adjourn to Napa Sanitation District Regular Meeting on November 18, 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