



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 6, 2021 CALLED TO ORDER AT 4:00 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: SCOTT SEDGLEY, Chair; RYAN GREGORY, Vice Chair; DAVID GRAVES (via Zoom), PETE MOTT, and MARY LUROS, Directors. ALSO PRESENT: TIM HEALY, General Manager, and JOHN BAKKER (via Zoom), Legal Counsel.

ABSENT: None.

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

4. **SAFETY MOMENT:** Director Mott read the safety topic – National Radon Action Month.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **MR 21-001:**

**APPROVAL OF THE MINUTES FROM THE REGULAR MEETING ON DECEMBER 16, 2020.**

b. **Receive County of Napa Voucher Register dated 12/01/20 through 12/21/20.**

c. **MR 21-002:**

**APPROVE REFUND OF \$15,183.67 FOR FY 2014-15 THROUGH FY 2020-21 FOR SEWER SERVICE CHARGES FOR ASSESSOR PARCEL NUMBER 061-021-001 LOCATED AT 150 WESTGATE DRIVE.**

d. **MR 21-003:**

**CONCUR WITH CEQA DETERMINATION IN CITY OF NAPA RESOLUTION R2018-142, PREPARED AND ADOPTED BY THE CITY OF NAPA, LEAD AGENCY FOR THE DEVELOPMENT PROJECT; SET BOND AMOUNT AT \$342,220; AND AUTHORIZE CHAIR TO SIGN THE IMPROVEMENT AGREEMENT FOR THE VISTA GROVE SUBDIVISION.**

- e. **MR 21-004:**  
**DECLARE 2008 FORD ESCAPE (VEHICLE #175) AND FORD F-350 SERVICE BODY TRUCK (VEHICLE #174) SURPLUS, AND AUTHORIZE DISPOSAL.**
  
- f. **MR 21-005:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER 2 WITH KATZ & ASSOCIATES TO PROVIDE PUBLIC OUTREACH AND COMMUNICATION ASSISTANCE FOR THE SEWER SERVICE CHARGE RATE MODIFICATION IN THE AMOUNT OF \$65,965.**
  
- g. **Receive General Manager’s Report for November, 2020.**

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

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

**8. REGULAR CALENDAR:**

- a. **Receive presentation by staff and Monica Oakley of MMO Consulting regarding the NPDES Permit renewal for the Napa Sanitation District’s Soscol Water Recycling Facility.**

Tim Healy, General Manager, introduced consultant Monica Oakley of MMO Consulting. He reported Ms. Oakley has assisted NapaSan with our Soscol Water Recycling Facility’s National Pollutant Discharge Elimination System (NPDES) Permit renewal since 1999.

Ms. Oakley gave a presentation on NapaSan’s NPDES permit renewal process and status. She reviewed details and information on the permit, which is renewed every five years. Ms. Oakley reported that NapaSan is one of about 40 municipal wastewater treatment plants in the Bay Area that have NPDES permits.

Ms. Oakley reviewed the provisions that are contained in the NPDES permit, along with the discharge prohibitions and effluent limits. She also reviewed NapaSan’s monitoring and reporting program requirements. Ms. Oakley reviewed the estimated schedule for the renewal of the NPDES permit.

Board and staff held discussion regarding the NPDES Permit and renewal process.

- b. **Receive presentation from staff on rate modification outreach and provide direction.**

Stephanie Turnipseed, Pollution Prevention & Outreach Specialist, gave an update on the rate modification and Prop. 218 outreach process. She discussed the outreach timeline, draft printed materials, stakeholder engagement and feedback.

Ms. Turnipseed reviewed the timeline that notices and brochures will be ready for review by the Board, sent to the printer, and mailed to the public. Board and staff discussed the date for the Prop. 218 hearing and concurred that March 31, 2021 would allow additional time for the preparation and mailing of the notices, as well as additional time to engage stakeholders and conduct public outreach.

Ms. Turnipseed reported that the draft Prop. 218 printed materials are currently under review by staff and legal counsel, and will be available for review at the January 20, 2021 Board meeting. NapaSan has contracted with Napa Printing and Graphics for printing of the Prop. 218 materials. She reported that stakeholder groups have been contacted and two public meetings, along with a virtual open house, are planned for February and March. Ms. Turnipseed reported that additional stakeholder groups would be contacted in the near future. She presented a draft of the envelope that will contain the printed materials. Board members commented that the text should be as bright and bold as possible for the public's ease of reading. Board members requested that staff prepare a script for them that is easily transmittable to the public.

Board and staff held further discussion.

9. **GENERAL MANAGER REPORT:**

- a. None.

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

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

- a. Director Graves reported the Groundwater Sustainability Plan Advisory Committee (GSPAC) would meet later this month.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association meeting – January 8, 2021
- b. Regular Board meeting – January 20, 2021
- c. Finance Committee meeting – January 21, 2021
- d. Regular Board meeting – February 3, 2021

13. **ADJOURNMENT: (4:57 P.M.):**

Adjourn to Napa Sanitation District Regular Meeting on January 20, 2021 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**