



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 17, 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, Legal Counsel (via Zoom).

ABSENT: None.

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

4. **SAFETY MOMENT:** Chair Sedgley read the safety topic – Rainy Weather Safety.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 21-017:**
APPROVAL OF THE MINUTES FROM THE REGULAR MEETING ON FEBRUARY 3, 2021.
- b. **Receive County of Napa Voucher Register dated 1/19/20 through 2/01/21.**
- c. **MR 21-018:**
APPROVE BUDGET ASSUMPTIONS FOR FY 2021/22 BUDGET DEVELOPMENT PROCESS AND BUDGET CALENDAR.
- d. **MR 21-019:**
AWARD THE CONSTRUCTION CONTRACT FOR THE 2021 TREATMENT PLANT IMPROVEMENTS PROJECT (CIP 20708) TO JMB CONSTRUCTION, INC. FOR THE BID AMOUNT OF \$658,900 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT WITH THE CONTRACTOR AND ISSUE THE NOTICE TO PROCEED, WHEN APPROPRIATE.

- e. **MR 21-020:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE A TASK ORDER WITH PSOMAS COMPANY TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE 2021 TREATMENT PLANT IMPROVEMENTS PROJECT (CIP 20708) IN THE AMOUNT OF \$127,100.
- f. **MR 21-021:**
AUTHORIZE PURCHASING AGENT TO EXECUTE A TASK ORDER WITH CAROLLO ENGINEERS TO PROVIDE ENGINEERING SERVICES DURING CONSTRUCTION FOR THE 2021 TREATMENT PLANT IMPROVEMENTS PROJECT (CIP 20708) IN THE AMOUNT OF \$69,499.
- g. **MR 21-022:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT NO. 1 TO TASK ORDER 31 WITH PSOMAS TO PROVIDE CONSTRUCTION INSPECTION SERVICES FOR STANLY RANCH RESORT PROJECT IN THE AMOUNT OF \$72,301.
- h. **Receive and file the Quarterly Report and Priority Project Status for October, November and December 2020.**

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

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

8. **REGULAR CALENDAR:**

- a. **MR 21-023:**
ACCEPT THE COLLECTION SYSTEM MASTER PLAN DATED FEBRUARY 2021.

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

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

Matt Lemmon, Senior Civil Engineer, gave a presentation on the Collection System Master Plan project. He reviewed the goals of the project, which include developing a new, all-pipes hydraulic model; evaluating growth projections and hydraulic capacity; evaluating the success of the Inflow & Infiltration (I&I) reduction program; and recommending capital improvements to reduce the risk of Sanitary Sewer Overflows (SSOs).

Lemmon discussed the aspects of the hydraulic model in various weather patterns. He reviewed the number of NapaSan's SSOs per year for the last seven years, which have been reduced dramatically as a result of rehabilitation of the collection system. Board and staff held discussion.

b. **Receive presentation from staff and consultant, and provide direction for the Wastewater Treatment Plant Master Plan.**

Matt Lemmon, Senior Civil Engineer presented some background on the Wastewater Treatment Plant Master Plan. He introduced consultants Allan Briggs and Mark Solomon from Hazen & Sawyer. Mr. Briggs reviewed the Master Plan recap and provided an update on the Master Plan focus areas. He indicated they look at historical information and age of the infrastructure to assist in developing the plan.

Mr. Briggs reviewed the six focus areas of the Treatment Plant Master Plan, as well as the proposed schedule. He indicated future Board meeting updates that will occur in July and December of 2021. Board, staff and consultants held discussion.

c. **Receive presentation from staff on the rate modification outreach, discuss, and provide direction.**

Stephanie Turnipseed, Pollution Prevention & Outreach Specialist, provided a status update on the rate modification outreach. She reported that the printed materials were mailed out and were received by most customers the week of February 8, 2021. Turnipseed gave an update on stakeholder meetings that have been held, as well as upcoming scheduled meetings and public information sessions.

Board and staff held discussion regarding upcoming public information sessions and which Board members will attend. Turnipseed reviewed the next groups of stakeholders that staff will contact.

d. **Receive status report on the Browns Valley Trunk (CIP 14703) and the West Napa Pump Station (17711) Projects for the month of January 2021.**

Andrew Damron, Technical Services Director, gave an update on the Browns Valley Trunk and West Napa Pump Station projects. He reviewed photos of the casing at the highway crossing at Old Sonoma Road and the pump station lining that is underway. Damron reviewed the status of the contracts, schedule and activities completed in the month of January. He reported both projects are ahead of schedule.

Damron commented on the first change order in the amount of \$65,828, which will be reimbursed by the City Water Division for work in the Sycamore area. He reviewed upcoming and ongoing activities including outreach. Board and staff held discussion.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy handed out a letter from KNN Public Finance regarding the pricing summary for Napa Sanitation District Revenue Certificates of Participation, Series 2021A. He reported that NapaSan successfully sold the COPs in an online competitive sale on February 16, 2021. The sale attracted seven bids with BNY Mellon Capital Markets, LLC as the winning bidder at 1.384% (TIC), which was lower than KNN's estimate at the February 3, 2021 Board meeting (1.83%).

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

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

- a. North Bay Watershed Association meeting (2/05/21) – Vice-Chair Gregory attended the virtual meeting. They discussed the regional watershed model.
- b. Groundwater Sustainability Plan Advisory Committee meeting (2/11/21) - Director Graves reported he attended the virtual meeting. He reported the Committee's draft report is due in November.
- c. Chair Sedgley announced he was appointed to the Tulocay Cemetery Board.

12. **UPCOMING MEETINGS:**

- a. NBWRA Board meeting – February 22, 2021
- b. Regular Board meeting – March 3, 2021
- c. North Bay Watershed Association meeting – March 5, 2021
- d. Groundwater Sustainability Plan Advisory Committee – March 11, 2021
- e. Regular Board meeting – March 17, 2021 (may be canceled)
- f. Prop. 218 Public Hearing – March 31, 2021

13. **ADJOURNMENT TO CLOSED SESSION: (5:20 P.M.)**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One (1) Case

14. **RECONVENE TO OPEN SESSION: (5:25 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 (5:25 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on March 3, 2021 at 4:00 P.M. at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

Respectfully submitted,

Clerk of the Board