



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, JUNE 23, 2021 CALLED TO ORDER AT 4:00 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: SCOTT SEDGLEY, Chair; RYAN GREGORY, Vice Chair; PETE MOTT, DAVID GRAVES 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 Lueros read the safety topic – National Safety Month.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 21-052:**
APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JUNE 2, 2021.
- b. **Receive County of Napa Voucher Register dated 5/18/21 through 5/31/21.**
- c. **MR 21-053:**
AUTHORIZE OUT-OF-STATE TRAVEL TO CHICAGO FOR GENERAL MANAGER TIM HEALY, DIRECTOR OF OPERATIONS JIM KELLER, AND TECHNICAL SERVICES DIRECTOR/DISTRICT ENGINEER ANDREW DAMRON FOR THE PURPOSE OF ATTENDING THE ANNUAL WATER ENVIRONMENT FEDERATION TECHNICAL EXHIBITION AND CONFERENCE (WEFTEC) FROM OCTOBER 16-20, 2021.
- d. **RES 21-015:**
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF NAPA SANITATION DISTRICT ACCEPTING COMPLETION AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF COMPLETION FOR THE SANITARY SEWER MANHOLE ADJUSTMENT PROJECT, PHASE X (CIP 13702).

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

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

8. **REGULAR CALENDAR:**

- a. **MR 21-054:
APPROVE UPDATES TO THE SANITARY SEWER AND RECYCLED WATER STANDARDS.**

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

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

Andrew Damron, Technical Services Director, gave a presentation on the updates to the Sanitary Sewer and Recycled Water Standards, which provides specifications and details for development construction; repair and rehabilitation of private systems; and modifications to NapaSan facilities by other parties. He reported that the Standards are required by NapaSan’s Code and were last updated June of 2020.

Damron indicated the modifications to the Standards would also clarify the document to be consistent with current practices. He reviewed the notable changes to the Standards and the means of distribution of the updated Standards. The effective date of the updated Standards is June 30, 2021. Board and staff held discussion.

- b. **Consider Attendance at the annual CASA Conference in San Diego, CA August 11 – 13, 2021.**

Tim Healy, General Manager, indicated that staff has made hotel reservations for Board members for the upcoming CASA conference in anticipation of their attendance. Director Luros and Vice-Chair Gregory indicated they would attend the conference. Director Graves reported he is unable to attend. Director Mott and Chair Sedgley will notify the Board Clerk at a later date.

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

Andrew Damron, Technical Services Director, gave a report on the activities for both projects for the month of May. He reviewed the contract status and schedule for each project, as well as the upcoming and ongoing activities. Damron indicated that paving outreach would be started as part of the outreach activities.

- d. **Receive status report on the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701) for the month of May 2021.**

Karl Ono, Associate Engineer, presented information on the progress of the project. He reviewed recent activities that were completed and reviewed photographs of construction that took place in May. Ono discussed the upcoming activities for June and July, as well as the contract status and schedule as of May 31, 2021. He reported that the project is currently on schedule.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported that all employees are back to working onsite and the mask mandate has been updated pursuant to Cal OSHA Emergency Temporary Standards.
- b. General Manager Healy discussed the newly approved Juneteenth Federal holiday. He reported he attempted to contact Teamsters Local 315 representative on Thursday, June 17th after the President signed the Order; however, he was unavailable to reach the representative. NapaSan staff reported to work Friday, June 18th as normal. NapaSan's negotiator Glenn Berkheimer will discuss how to handle the holiday with the Board in closed session at the next Board meeting on July 21, 2021.

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

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

- a. North Bay Watershed Association Board (6/04/2021): Vice-Chair Gregory attended the meeting. Topics of discussion were restoration of Bay Wetlands sediment and Joint TEC committee.
- b. GSPAC Board meeting (6/10/21): Director Graves attended the meeting and reported on their discussions.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association meeting – July 9, 2021
- b. Regular Board meeting – July 21, 2021
- c. NBWRA Board meeting – July 26, 2021
- d. Regular Board meeting – August 4, 2021

13. **ADJOURNMENT (4:39 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on July 21, 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