



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, JULY 21, 2021 CALLED TO ORDER AT 4:03 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

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

ABSENT: MARY LUROS, Director.

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

4. **SAFETY MOMENT:** Director Mott read the safety topic – Safety Glasses.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **MR 21-055:**

APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JUNE 23, 2021.

b. **Receive County of Napa Voucher Register dated 6/01/21 through 7/05/21.**

c. **MR 21-056:**

CANCEL THE REGULAR BOARD MEETING ON AUGUST 18, 2021 DUE TO LACK OF BUSINESS.

d. **MR 21-057:**

AUTHORIZE PURCHASING AGENT TO EXECUTE A TASK ORDER WITH TESCO CONTROLS, INC. TO PROVIDE PROFESSIONAL DESIGN SERVICES FOR THE SCADA DESIGN AND IMPLEMENTATION PROJECT (CIP 21713) IN THE AMOUNT OF \$76,440.

e. **Receive General Manager's Report for May 2021.**

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

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

8. **REGULAR CALENDAR:**

- a. **MR 21-058:**
CONDUCT PUBLIC HEARING ON SEWER SERVICE CHARGES FOR EACH PARCEL FOR FY 2021-2022; HEAR AND CONSIDER ANY PROTESTS; CLOSE PUBLIC HEARING; DETERMINE NO MAJORITY PROTEST.

Motion by SEDGLEY, seconded by MOTT, by the following vote:

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

RES 21-016:
ADOPT RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT OVERRULING PROTESTS TO WRITTEN REPORT TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2021-22, ACCEPTING THE REPORT AND DIRECTING THAT THE REPORT BE FILED WITH THE COUNTY OF NAPA.

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

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

Cyndi Bolden, Senior Accountant, explained the procedure for collecting the District’s sewer service charges on the tax roll. She announced that the sewer service charges written report ledger was on the table for the Board and public’s inspection. Chair Sedgley opened the public hearing, after hearing no protests he closed the public hearing, determining there was not a majority protest and the Board adopted the resolution.

- b. **Receive presentation from staff and consultant on Climate Change Plan and provide direction on project scope.**

Andrew Damron, Technical Services Director, introduced consultant Xavier Irias, who is the Project Manager for the Climate Change Plan project with Woodard & Curran. Mr. Irias introduced his team that will work on the project. He presented information on climate change and what risks it could pose for NapaSan.

Mr. Irias discussed reasons to have a Climate Change Plan in place, the timing of such a plan, the NapaSan systems that it would cover, and potential action plans. He reviewed a proposed scope with related costs in which NapaSan can choose the options they desire.

The Board and staff held discussion. The Board concurred to move forward with the baseline scope items in the amount of \$140,000. Once the Treatment Plant Master Plan has been completed, discussions can take place on moving forward with Phase II of the Climate Change Plan.

- c. **MR 21-059:**
RE-ELECT SCOTT SEDGLEY CHAIR AND RYAN GREGORY VICE-CHAIR OF THE BOARD OF DIRECTORS FOR FISCAL YEAR 2021-22.

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

AYES: GRAVES, GREGORY, MOTT, SEDGLEY

NOES: NONE

ABSENT: LUROS

ABSTAIN: NONE

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

Andrew Damron, Technical Services Director, gave a report on the activities for both projects for the month of June. He reviewed the contract status and schedule for each project, as well as the upcoming and ongoing activities. Damron indicated the substantial completion date for the West Napa Pump Station would be later than the contract date of August 1, 2021. He reported staff is working with City of Napa staff and conducting public outreach for upcoming paving activities to be performed in August.

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

Matt Lemmon, Senior Civil 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 June. Lemmon reported the CIPP liner install began in June with 2,675 LF of 6,985 LF completed. He discussed the upcoming activities for July and August, as well as the contract status and schedule as of June 30, 2021. He reported that the project is currently slightly ahead of schedule. The Board and staff held discussion.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported that NapaSan's Safety, Training & Fleet Maintenance Officer, William McWhirt, resigned on Monday, July 19th. A recruitment for his replacement has commenced. NapaSan staff will be covering the duties in the meantime.

10. **LEGAL COUNSEL REPORT:** None.
11. **BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION:**
 - a. GSPAC Board meeting (7/08/21): Director Graves attended the meeting and reported on their discussions.
12. **UPCOMING MEETINGS:**
 - a. NBWRA Board meeting – July 26, 2021
 - b. Regular Board meeting – August 4, 2021
 - c. North Bay Watershed Association meeting – August 6, 2021
 - d. Regular Board meeting – August 18, 2021 Canceled
13. **ADJOURN TO CLOSED SESSION: (5:07 P.M.)**
 - a. CONFERENCE WITH LABOR NEGOTIATOR – Government Code Section 54957.6
Agency designated representatives: Glenn Berkheimer
Employee Organization: Teamsters Local 315 – Rank & File Unit/Supervisors Unit
 - b. CONFERENCE WITH LABOR NEGOTIATOR
Agency designated representative: Glenn Berkheimer
Employee Organization: Employee Association: Association of Management Professionals of Napa Sanitation District Unit
14. **RECONVENE TO OPEN SESSION: (5:28 P.M.)**
15. **REPORT FROM LEGAL COUNSEL ON CLOSED SESSION:**

Legal Counsel reported the Board took no reportable action in Closed Session.
16. **ADJOURNMENT (5:28 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on August 4, 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