



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, OCTOBER 6, 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 and DAVID GRAVES, Directors; and BERNIE NARVAEZ, Alternate Director. ALSO PRESENT: TIM HEALY, General Manager; and JOHN BAKKER, Legal Counsel.

ABSENT: MARY LUROS, Director.

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

4. **SAFETY MOMENT:** Chair Sedgley read the safety topic – Strains and Overexertion.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **MR 21-076:**

APPROVAL OF MINUTES FROM THE REGULAR MEETING ON SEPTEMBER 1, 2021.

b. **MR 21-077:**

CANCEL THE REGULAR BOARD MEETING ON OCTOBER 20, 2021 DUE TO LACK OF BUSINESS.

c. **RES 21-020:**

ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT ADOPTING A BUDGET AMENDMENT REPRESENTING FY 2020/2021 ADJUSTMENTS FOR PENSION AND OTHER POST EMPLOYMENT BENEFITS (OPEB) EXPENSES.

d. **Receive General Manager's Report for August, 2021.**

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

AYES: GRAVES, GREGORY, MOTT, NARVAEZ, SEDGLEY
NOES: NONE

ABSENT: NONE

ABSTAIN: GRAVES (Item 7a only), NARVAEZ (Item 7a only)

8. **REGULAR CALENDAR:**

a. **Receive presentation from Philip Sales, Executive Director of the Napa Valley Vine Trail Coalition.**

Tim Healy, General Manager, introduced Philip Sales, Executive Director of the Napa Valley Vine Trail Coalition. Mr. Sales provided information to the Board on the Napa Valley Vine Trail Coalition and the proposed plan for their goal for a 47 mile paved walking and biking path between the Vallejo Ferry site and Calistoga. He reviewed the status of the project and the benefits of having the walking and biking path.

Mr. Sales discussed the potential routes for the trail that would bypass Devlin Road, running through parts of NapaSan's property at Somky Ranch. In order to develop parts of the trail on NapaSan's property, an easement would need to be agreed upon between Napa Sanitation District and Napa County. Mr. Sales discussed the easement and setback width needs, and indicated temporary construction easements and a maintenance agreement with the County/Vine Trail Coalition would need to be agreed upon.

The Board held discussion with Mr. Sales and NapaSan staff. The Board agreed they would like to be supportive of this beneficial project.

Public comment was received from Chris Benz and Linda Brown of Napa Climate Now and Barry Christian, City of American Canyon, in support of NapaSan partnering with the Vine Trail to grant the requested easements and maintenance agreement.

The Board directed staff to continue discussions with the Vine Trail Coalition staff in order to come up with options for the trail. The item will be brought before the Board at a future date for an update.

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

Matt Lemmon, Senior Civil Engineer, gave a presentation on the Wastewater Treatment Plant Master Plan. He indicated that Hazen and Sawyer consultants Marc Solomon and Allan Briggs are attending the meeting virtually and available for questions. Discussion related specifically to two areas of the Master Plan - Energy Management and Recycled Water & Potable Reuse. Mr. Lemmon reviewed the current recycled water allocation and indicated the Master Plan will study the range of allocation alternatives for the Board to consider. He indicated the summer recycled water allocation needs to be updated due to changes in influent flows and our changes to our NPDES Permit, which allows the ability to operate our ponds differently.

Mr. Lemmon discussed future treatment plant upgrades and potable reuse, both which will be addressed and evaluated in the Master Plan. The Plan will identify projects to meet future demands and provide increased reliability. Lemmon indicated there is no anticipated large-scale infrastructure needs. He stated the Plan will also evaluate the amount of water available for potable reuse and where to construct any advanced treatment facilities.

Mr. Lemmon also gave a brief energy update. The Master Plan has studied many alternatives. The analysis still supports the linear generator project as the best alternative. He stated the Plan will continue to evaluate NapaSan's energy portfolio. The Board and staff held discussion.

c. **Receive presentation from staff on the treatment of winery wastewater and provide direction regarding future winery wastewater hauling.**

Andrew Damron, Technical Services Director, and Chris Francis, Regulatory Compliance Manager, both provided information to update the Board on NapaSan's treatment of winery wastewater, which is Goal 3D of the Board's Strategic Plan. Mr. Damron reviewed the current options wineries have for discharging or trucking their treated wastewater. He reviewed the different types of waste received and the strength (BOD) for each, the number of permitted wine facilities in our service area, and how many are discharging compared hauling their waste.

Damron reviewed the costs involved in the different options for treatment of winery waste. He indicated the previous estimate on the number of gallons of waste that are hauled out of NapaSan's service area has changed. The previous estimate was 10,000,000 gallons per year (25 permitted facilities). New information indicates this number has increased to approximately 23,000,000 gallons per year (36 permitted facilities). This new estimate indicates the number of trucks hauling per day has doubled.

Chris Francis, Regulatory Compliance Manager, updated the Board on the discharge of winery waste to NapaSan facilities. In order to discharge to NapaSan, the winery facility must pay a capacity charge, annual sewer service charges, sampling and testing costs, and must comply with NapaSan's permit pH local limits. He discussed case studies on the cost for treating winery waste for a small winery in a leased space and a large winery with existing capacity. Mr. Francis also discussed a newly approved Waste Discharge Requirements (WDR) Order from the State Water Resources Control Board relating to winery process water.

Mr. Damron discussed the future steps staff will be taking relating to winery wastewater. The Board and staff held discussion. Director Graves left the meeting after the discussion at 5:44 p.m.

d. **MR 21-078:**
APPROVE CONCEPT OF BOARD COMPENSATION INCREASE TO \$240 PER MEETING, AND DIRECT STAFF TO PREPARE DRAFT ORDINANCE TO AMEND DISTRICT CODE TO CONSIDER IMPLEMENTING BOARD COMPENSATION INCREASE.

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

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

Cyndi Bolden, Senior Accountant, presented information to the Board relating to Board compensation. Currently, the Board receives \$218 per meeting attended. This rate has not changed since 2013. She referenced a Board of Directors compensation survey recently done by another sanitary agency. She presented information on options available for increasing the Board's compensation pursuant to District Legal Counsel's evaluation of the appropriate Code. Ms. Bolden reported that NapaSan's current budget includes an increase of 5% for fiscal year 2020/21 that was not implemented, in addition to a 5% increase for fiscal year 2021/22, which calculates to \$240 per meeting. This increase was discussed with the Finance Committee prior to approval of the current year's budget. Ms. Bolden indicated that an ordinance to change the Board compensation in NapaSan's Code would be brought before the Board for a first reading, then followed by a second reading at a later Board meeting, if the Board approves an increase. Board and staff held discussion.

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

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

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

- a. Personnel Committee meeting (9/15/21) – Chair Sedgley and Vice-Chair Gregory attended the meeting and discussed staffing of the Administration Department.
- b. NBWRA Board meeting (9/27/21) – Chair Sedgley reported he attended the meeting. Topics discussed were sea level rise, grants and resilience in potable water.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – October 20, 2021 meeting canceled
- b. Regular Board meeting – November 3, 2021
- c. North Bay Watershed Association meeting – November 5, 2021
- d. Regular Board meeting – November 17, 2021
- e. Regular Board meeting – December 1, 2021

13. **ADJOURNMENT (6:05 P.M.)**

Adjourn to Napa Sanitation District Regular meeting on November 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