



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 12, 2022 CALLED TO ORDER AT 4:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: SCOTT SEDGLEY, Chair; RYAN GREGORY, Vice Chair (via zoom); MARY LUROS, PETE MOTT, and DAVID GRAVES (via zoom), 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 – New Beginnings.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:**

- a. Announcement of Promotions of Cyndi Bolden to Finance Director and Donell Mannor to Senior Accountant.
- b. Receive Distinguished Budget Presentation Award from the Governmental Finance Officers Association for Fiscal Year 2021-22.

7. **CONSENT CALENDAR:**

- a. **MR 22-001:**
APPROVAL OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 15, 2021.
- b. **Receive County of Napa Invoice Register for November 2021.**
- c. **MR 22-002:**
RECONFIRM FINDINGS (A), (B) AND (D) OF RESOLUTION 21-021 AUTHORIZING REMOTE MEETINGS PURSUANT TO EMERGENCY PROCEDURES UNDER THE BROWN ACT.
- d. **RES 22-001:**
ADOPT RESOLUTION ESTABLISHING TERMS AND CONDITIONS AND ORDERING ANNEXATION OF TERRITORY – APN 035-042-022 (1065

ORCHARD AVENUE) – ORCHARD AVENUE NO. 5 – NAPASAN ANNEXATION 000045.

- e. **MR 22-003:**
ACCEPT THE FOOTHILL ESTATES SUBDIVISION SANITARY SEWER IMPROVEMENTS FOR MAINTENANCE AND OPERATION AND RELEASE PERFORMANCE BOND IN THE AMOUNT OF \$152,500, FOLLOWING A RECEIPT OF A MAINTENANCE BOND IN THE AMOUNT OF \$15,250.

- f. **MR 22-004:**
ACCEPT THE WARREN STREET PARCEL MAP SANITARY SEWER IMPROVEMENTS FOR MAINTENANCE AND OPERATION AND RELEASE PERFORMANCE BOND IN THE AMOUNT OF \$22,750, FOLLOWING RECEIPT OF MAINTENANCE BOND IN THE AMOUNT OF \$2,275.

- g. **MR 22-005:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT 2 TO TASK ORDER 2 WITH RECOLTE ENERGY TO PROVIDE CONSULTING SERVICES FOR ENERGY GENERATION PROJECTS.

- h. **MR 22-006:**
AUTHORIZE OUT-OF-STATE TRAVEL TO MINNEAPOLIS FOR TECHNICAL SERVICES DIRECTOR/DISTRICT ENGINEER ANDREW DAMRON AND ASSOCIATE ENGINEER KARL ONO FOR THE PURPOSE OF ATTENDING THE NORTH AMERICAN SOCIETY FOR TRENCHLESS TECHNOLOGY (NASTT) ANNUAL NO-DIG CONFERENCE FROM APRIL 10-14, 2022.

- i. **Receive General Manager’s Report for November, 2021.**

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

AYES: GRAVES, GREGORY, LUROS, MOTT, SEDGLEY
NOES: NONE
ABSENT: NONE
ABSTAIN: LUROS (Items 7a and 7c)

8. REGULAR CALENDAR:

- a. **MR 22-007:**
AWARD CONSTRUCTION CONTRACT (BASE BID PLUS BID ALTERNATE) FOR THE 2022 COLLECTION SYSTEM REHABILITATION PROJECT (CIP 21701) TO SOUTHWEST PIPELINE AND TRENCHLESS CORP. FOR THE BID AMOUNT OF \$3,259,907 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT WITH THE CONTRACTOR AND ISSUE THE NOTICE TO PROCEED, WHEN APPROPRIATE.

Motion by GRAVES, 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 2022 Collection System Rehabilitation Project, including the area it will cover and the base and alternate bid. The project includes 6.3 miles of sewer main, 5 flush holes and 714 laterals. He reported that NapaSan designed the project in-house and will perform inspection services for the project. The construction management services will be provided by consultant Psomas.

Lemmon reviewed the project's financials and reported the lowest bidder is Southwest Pipeline & Trenchless Corp. with a bid of \$3,259,907, which is significantly lower than the engineer's estimate of \$5,972,000. Lemmon gave an explanation of reasons the bid came in much lower than the engineer's estimate. He reported that Southwest Pipelines has previously successfully completed projects for NapaSan. Lemmon reported the construction management estimate cost to be \$134,960 with an additional \$150,000 allotted for staff time for design/inspection/administration. The total estimated project cost is \$3,544,867. The contract schedule was reviewed. The project is anticipated to be accepted for completion by the Board in December 2022.

Board and staff held discussion.

- b. **MR 22-008:**
AUTHORIZE THE PURCHASING AGENT TO EXECUTE A TASK ORDER WITH PSOMAS TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES FOR THE 2022 COLLECTION SYSTEM REHABILITATION PROJECT (CIP 21701) IN THE AMOUNT OF \$134,960.

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

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

Matt Lemmon, Senior Civil Engineer, indicated this Task Order is related to the construction management for the 2022 Collection System Rehabilitation Project as previously reported.

9. **GENERAL MANAGER REPORT:**

- a. Healy reported that the January CASA Conference in Palm Springs, CA has been canceled due to Covid-19.

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

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

- a. Vice-Chair Gregory reported that the Napa County Groundwater Sustainability Plan has been completed and approved by the Board of Supervisors. Gregory thanked Director Graves for his hard work and time spent on the project.

12. **UPCOMING MEETINGS:**

- a. Finance Committee meeting – January 24, 2022
- b. Regular Board meeting – February 2, 2022
- c. North Bay Watershed Association meeting – February 4, 2022
- d. Regular Board meeting – February 16, 2022
- e. NBWRA Board meeting – February 28, 2022

13. **ADJOURNMENT (4:34 P.M.)**

Adjourn to Napa Sanitation District Regular meeting on February 2, 2022 at 4:00 P.M. at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

Respectfully submitted,

Clerk of the Board