**Minutes of the ThursdaY DECEMBER 2, 2021,**

**9:00 a.m. REGULAR Meeting of the Board of Directors**

1. **Call to Order**

The Napa-Vallejo Waste Management Authority met Thursday, December 2, 2021, via Zoom Meeting 81889067326. Chair McConnell called the meeting to order at 9:00 a.m.

**2.** **Roll Call**

The following Directors were present: Chair McConnell, Director Luros, and Director Garcia. Vice-Chair Pedroza was excused.

**3. PLEDGE OF ALLEGIANCE**

**4. Public Comment - NONE**

**5. PRESENTATIONS AND COMMENDATIONS - NONE**

# **6. APPROVAL OF MINUTES**

**A. APPROVAL OF MINUTES**

REQUESTED ACTION: Approval of Board Minutes for the October 7, 2021 Regular Meeting.

 **Item 6A: Approved as submitted. LG-ML**

**7. CONSENT ITEMS**

**A. DRTS TIPPING FLOOR REPAIR 22802**

REQUESTED ACTION: Executive Director requests the following actions related to the DRTS Tipping Floor Repair – Project 22802

1. Approve the Plans and Specifications; and
2. Award the Contract for DRTS Tipping Floor Repair project to the low bidder, American Restore, Inc. in the amount of $631,261.73; and
3. Authorize the Chair to sign the Construction Contract with American Restore Inc.; and
4. Authorize the Executive Director to approve contract change orders not to exceed 15 percent of the contract amount; and
5. Authorize the Executive Director to file a Notice of Completion with the County Recorder upon completion of the project.

**Note: Agreement number 2022-06, assigned to the DRTS Tipping Floor Repair 22802, was not noted under the agenda item.**

**Item 7A: Approved as submitted. LG-ML-RM**

**B. AGREEMENT 2022-03 TIPPING FLOOR REPAIR PROJECT**

REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement 2022-03 with Bartelt Engineering in the amount of $23,500 effective December 2, 2021, with extension provisions, for engineering services during construction for the DRTS Tipping Floor Repair, Project No. 22802.

**Item 7B: Approved as submitted. LG-ML-RM**

**C. AGREEMENT 2022-04 DRTS TIPPING FLOOR REPAIR PROJECT**

REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement 2022-04 with RGH Consultants in the amount of $5,395 effective December 2, 2021, with extension provisions, for inspection and testing services for the DRTS Tipping Floor Repair, Project No. 22802.

**Item 7C: Approved as submitted. LG-ML-RM**

**D. ANNUAL FINANCIAL AUDIT**

REQUESTED ACTION: Accept the Authority’s annual audited financial report from Brown Armstrong Accountancy Corporation for the fiscal year ended June 30, 2021.

**Item 7D: Approved as submitted. LG-ML-RM**

**E. NAPA-VALLEJO WASTE MANAGEMENT QUARTERLY INTERNAL AUDIT**

REQUESTED ACTION: Executive Director requests acceptance of Napa-Vallejo Waste Management Authority – Internal Audit Report for the quarter ended September 30, 2021.

**Item 7E: Approved as submitted. LG-ML-RM**

**F. NAPA-VALLEJO WASTE MANAGEMENT AUTHORITY**

REQUESTED ACTION: Executive Director requests approval of Resolution No. 2022-05 making findings and declaring the Board’s intent to continue remote teleconference meetings pursuant to Government Code section 54953 (e) based on the Governor’s declaration of a state of emergency and local recommendation for continued remote attendance at Brown Act meetings due to the threat of Covid-19.

**Item 7F: Approved as submitted. LG-ML-RM**

**8. ADMINISTRATIVE ITEMS**

1. **EXECUTIVE DIRECTORS REPORT**

DISCUSSION ITEM: Executive Director to report on Authority related activities.

**Item 8A: Report only – No Action Taken**

**9. FACILITIES BUSINESS ITEMS - NONE**

# **10. Other Business Items**

1. **FUTURE AGENDA ITEMS**

DISCUSSION ITEM: Discussion of any items Board members may wish to have addressed at a future meeting date.

 **Item 10A: None**

1. **REPORTS FROM JURISDICTIONS**

DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

i. Vallejo: - Robert McConnell reported for the City

ii. Napa City: - Kevin Miller reported for the City

iii. Napa County: - No Report

iv. American Canyon: - Leon Garcia reported for the City

**Item 10B: Reports only – No Action Taken**

**11. CLOSED SESSION**

 **None**

# **12. ADJOURNMENT**

The Meeting adjourned at 9:15 A.M. with the notation that the next Regular meeting of the Authority Board will be held January 6, 2022 at 9:00 a.m.

 ATTEST:

 Marie Nicholas, NVWMA Secretary

KEY

Vote: RM=Robert McConnell, AP=Alfredo Pedroza, LG=Leon Garcia, ML=Mary Luros

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations next to vote: N = No; X = Excused; A = Abstain; B = Absent