



NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY

BOARD MEMBERS

Mary Luros <i>Member</i>	Robert McConnell <i>Chair</i>	Alfredo Pedroza <i>Vice Chair</i>	Leon Garcia <i>Member</i>
Bernie Narvaez <i>Alternate Member</i>	Hakeem Brown <i>Alternate Member</i>	Brad Wagenknecht <i>Alternate Member</i>	David Oro <i>Alternate Member</i>

OFFICERS

Richard Luthy <i>Executive Director</i>	Tracy Schulze <i>Auditor</i>	Marie Nicholas <i>Secretary/Clerk</i>
Thomas Zeleny <i>Legal Counsel</i>		Robert Minahen <i>Treasurer</i>

BOARD OF DIRECTORS REGULAR MEETING
Thursday December 2, 2021 at 9:00 a.m.

Meeting to be held Via Teleconferencing Only
Zoom Meeting: <https://countyofnapa.zoom.us/j/81889067326>

ANNOUNCEMENT

IN ACCORDANCE WITH ASSEMBLY BILL 361, THE GOVERNOR'S DECLARATION OF EMERGENCY DUE TO THE COVID-19 PANDEMIC, AND THE RECOMMENDATION OF LOCAL OFFICIALS FOR CONTINUED REMOTE ATTENDANCE AT BROWN ACT MEETINGS, THIS MEETING WILL BE STREAMED LIVE VIA ZOOM LINKS. **THERE WILL NOT BE A PHYSICAL MEETING** AT THE CITY OF AMERICAN CANYON CITY HALL. WE HAVE PROVIDED THE LINKS BELOW FOR YOUR CONVENIENCE.

JOIN ZOOM MEETING @

<https://countyofnapa.zoom.us/j/81889067326>

Meeting ID: 818 8906 7326

Dial by your location

+1 669 900 6833 US (San Jose)

Members of the public are encouraged to participate in the meeting by submitting written comments electronically to the Executive Director at NVWMA@countyofnapa.org. This email will be monitored during the meeting. Public comments will be accepted until the Chair closes public comment for each item during the meeting. All comments will be distributed to the Board members and included in the records.

Submit Public Comments Via Email @:
NVWMA@countyofnapa.org

GENERAL INFORMATION

The Napa-Vallejo Waste Management Authority meets the 1st Thursday of each month at 9:00 A.M. at 4381 Broadway Street, Suite 201, American Canyon, California 94503. The meeting room is wheelchair accessible. Requests for disability related modifications or accommodations, aids or services may be made no less than 72 hours prior to the meeting date by contacting 707 253-4471.

The Agenda is divided into two sections:

CONSENT ITEMS: These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion.

ADMINISTRATIVE ITEMS: These items include significant policy and administrative actions, and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Napa-Vallejo Waste Management Authority which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of, but prior to the meeting, will be available for public inspection, at the time of such distribution, in the office of Auditor Controller, 1195 Third Street, Suite B-10, Napa CA 94559, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or Napa Vallejo Waste Management staff, and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA, please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

AGENDA AVAILABLE ONLINE AT www.countyofnapa.org

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**

In this time period, anyone who wishes to speak to the Authority Board of Directors regarding any subject over which the Board has jurisdiction, that is not on the agenda, or to request consideration to place an item on a future Board agenda, may do so at this time. Individuals will be limited to a three minute presentation. The Board of Directors will take no action as a result of any item presented at this time.

5. **PRESENTATIONS AND COMMENDATIONS**
6. **APPROVAL OF MINUTES**

A. APPROVAL OF MINUTES

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

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.
5. Authorize the Executive Director to file a Notice of Completion with the County Recorder upon completion of the project.

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.

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.

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.

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.

- F. 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.

8. ADMINISTRATIVE ITEMS

A. EXECUTIVE DIRECTOR'S REPORT

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

9. FACILITIES BUSINESS ITEMS

10. OTHER BUSINESS ITEMS

A. FUTURE AGENDA ITEMS

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

B. REPORTS FROM JURISDICTIONS

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

- i. Vallejo: Robert McConnell
- ii. Napa City: Mary Luros
- iii. Napa County: Alfredo Pedroza
- iv. American Canyon: Leon Garcia

11. CLOSED SESSION

12. ADJOURNMENT

The next regularly scheduled meeting of the Authority Board of Directors will be held THURSDAY, JANUARY 6, 2022 at 9:00 a.m.