



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, APRIL 7, 2021 CALLED TO ORDER AT 4:00 PM.

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: SCOTT SEDGLEY, Chair; RYAN GREGORY, Vice Chair (absent at roll-call, present at 4:06 p.m.); PETE MOTT, and MARY LUROS, Directors. ALSO PRESENT: TIM HEALY, General Manager; and JOHN BAKKER, Legal Counsel.

ABSENT: DAVID GRAVES, Director.

3. **REVIEW OF AGENDA:** General Manager Healy announced a member of public requests to make public comment on Item 7D. Chair Sedgley pulled this item from the consent calendar for discussion.

4. **SAFETY MOMENT:** Chair Sedgley read the safety topic – Distracted Driving Awareness.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

a. **Receive County of Napa Voucher Register dated 2/16/20 through 3/22/21.**

b. **MR 21-034:**  
**AUTHORIZE GENERAL MANAGER TO EXECUTE THE MONITORING AGREEMENT WITH THE YOCHA DEHE WINTUN NATION FOR TRIBAL MONITORS AND CULTURAL SENSITIVITY TRAINING FOR THE 66-INCH TRUNK SEWER REHABILITATION PROJECT (CIP 19701).**

c. **RES 21-008:**  
**ADOPT RESOLUTION ESTABLISHING TERMS AND CONDITIONS AND ORDERING ANNEXATION OF TERRITORY, NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA; DEVLIN ROAD NO. 5 – DISTRICT ANNEXATION ANNEX-000039, APN 057-020-025.**

d. **Item pulled for discussion on Regular Calendar.**

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

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

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

8. **REGULAR CALENDAR:**

- a. **MR 21-035:**  
**CONCUR WITH CEQA DETERMINATION; SET BOND AMOUNT AT \$120,220; AUTHORIZE CHAIR TO SIGN THE IMPROVEMENT AGREEMENT FOR 99 BERNA AVENUE; DIRECT STAFF TO WORK WITH APPLICANT ON OPTIONS FOR MODIFICATIONS ON THE PROJECT AND BRING ITEM BACK TO BOARD FOR DISCUSSION AT A FUTURE MEETING.**

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

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

This item was pulled from the Consent Calendar at the request of Jaime Dowell, the homeowner at 99 Berna Avenue in Napa. Ms. Dowell provided information to the Board regarding the process she has taken and the cost to add an ADU to her property on Berna Avenue. She explained the issues that has arisen after discovering that a sewer line is located on her property that was not known or disclosed when she purchased the home. Ms. Dowell stated she has been working with NapaSan staff member Matt Lemmon, Senior Civil Engineer, on her project.

Chair Sedgley asked for information from staff. Matt Lemmon, Senior Civil Engineer, and Andrew Damron, Technical Services Director, provided information about the sewer line and details on the property. Board and staff held discussion. The Board expressed their desire to assist Ms. Dowell in order to make the project happen.

Legal Counsel Bakker indicated that the Agreement can be approved and information brought back to the Board at a future meeting. The Board gave direction to staff to work with the homeowner and City of Napa staff in an attempt to find options for modifications of the project, and bring the item back at a future meeting for further discussion.

- b. **Receive communications and outreach program update from staff and provide direction.**

Stephanie Turnipseed, Pollution Prevention/Outreach Specialist, presented information on NapaSan's communications and outreach program. She indicated that Community Outreach and Education is goal number 5 in the Board's Strategic Plan. Ms. Turnipseed reviewed the different ways that NapaSan provides information to the public to increase and promote the understanding of NapaSan services, rates and key messages. She presented examples of the different ways staff communicates to the public. Ms. Turnipseed also reported that staff collaborates with other local agencies and groups. She indicated she hopes certain activities may resume in the near future as Covid-19 restrictions are modified.

The Board thanked Ms. Turnipseed for her continued outreach efforts.

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

Andrew Damron, Technical Services Director, reviewed the construction progress for both projects. He reported on the status, schedule and the percentage of completion of the projects, as well as upcoming and ongoing activities. Board and staff held discussion.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy commented that property tax payments are due on April 10<sup>th</sup> and staff will update the Board when we have an idea of the revenue outcome.
- b. Healy reported that the Board's Strategic Planning workshop would be held at the next Board meeting on April 21, 2021. He indicated that the Board should plan for up to a three-hour meeting. He announced that boxed lunches would be provided.

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

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

- a. North Bay Watershed Association meeting (4/02/21) – Vice-Chair Gregory attended the virtual meeting.

12. **UPCOMING MEETINGS:**

- a. Finance Committee meeting – April 15, 2021
- b. NBWRA Board meeting – April 19, 2021
- c. Regular Board meeting - April 21, 2021
- d. Long Term Planning Committee meeting – April 22, 2021
- e. Regular Board meeting – May 5, 2021

13. **ADJOURNMENT TO CLOSED SESSION: (4:59 P.M.)**

14. **RECONVENE TO OPEN SESSION: (5:38 P.M.)**

15. **REPORT FROM LEGAL COUNSEL ON CLOSED SESSION:**

Legal Counsel Bakker reported the Board took no reportable action in closed session.

16. **ADJOURNMENT (5:38 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on April 21, 2021 at 4:00 P.M. at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

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CHAIR

ATTEST:

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Clerk of the Board