



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, MAY 19, 2021 CALLED TO ORDER AT 4:02 PM.

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: SCOTT SEDGLEY, Chair; RYAN GREGORY, Vice Chair; PETE MOTT, DAVID GRAVES (via Zoom conference) and MARY LUROS, Directors. ALSO PRESENT: TIM HEALY, General Manager; and JOHN BAKKER, Legal Counsel.

ABSENT: None.

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

4. **SAFETY MOMENT:** Vice-Chair Gregory read the safety topic – Safe Boating.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 21-045:**  
**APPROVAL OF MINUTES FROM THE REGULAR MEETING ON MAY 5, 2021.**
- b. **Receive County of Napa Voucher Register dated 4/20/21 through 5/03/21.**
- c. **MR 21-046:**  
**AUTHORIZE \$1,000 CONTRIBUTION TO LEADERSHIP NAPA VALLEY.**
- d. **RES 21-011:**  
**ADOPT RESOLUTION ACCEPTING COMPLETION AND AUTHORIZING THE GENERAL MANAGER TO FILE THE NOTICE OF COMPLETION AT THE NAPA COUNTY OFFICE OF THE RECORDER FOR THE 2019 MANHOLE REHABILITATION PROJECT (CIP 20702).**
- e. **MR 21-047:**  
**AUTHORIZE THE GENERAL MANAGER TO EXECUTE A REIMBURSEMENT AGREEMENT WITH THE OWNER AT 99 BERNA AVENUE (JAIME DOWELL) FOR THE REHABILITATION OF EXISTING SANITARY SEWER INFRASTRUCTURE.**

- f. **Receive and file the Quarterly Report and Priority Project Status for January, February and March 2021.**

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

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

8. **REGULAR CALENDAR:**

- a. **MR 21-048:**  
**CONDUCT SECOND READING OF ORDINANCE 113 AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, AMENDING THE DISTRICT CODE SECTIONS 1.02, 5.01, 5.03 AND REFERENCES TO “PREMISES” TO CORRECT AND CLARIFY REGULATIONS RELATING TO SEWER SERVICE CHARGE AND WASTE HAULER FEES, BY TITLE ONLY AND WAIVING FULL READING; OPEN PUBLIC HEARING AND HEAR ANY PROTESTS; CLOSE PUBLIC HEARING.**

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

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

**ORD. 113:**  
**ADOPT ORDINANCE 113 OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, AMENDING THE DISTRICT CODE SECTIONS 1.02, 5.01, 5.03 AND REFERENCES TO “PREMISES” TO CORRECT AND CLARIFY REGULATIONS RELATING TO SEWER SERVICE CHARGE AND WASTE HAULER FEES.**

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

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

Cyndi Bolden, Senior Accountant reviewed the proposed changes in Ordinance 113 to the District Code. The ordinance title was read, waiving the full reading. The Board Chair opened the public hearing to hear any protests public protests. The Board Clerk reported there were no protests received and the Chair closed the public hearing. The Board adopted Ordinance 113 revising certain sections of the District Code.

- b. **Consideration of proposed FY 2021/22 Capital Project Appropriation request and update of FY 2021/22 – FY 2030-31 Ten-Year Capital Improvement Plan and provide direction to staff.**

Matt Lemmon, Senior Civil Engineer, presented information on the upcoming fiscal year draft Capital Improvement Plan. He reviewed the year-round capital planning process, the 10-year CIP overview, and the major projects that were completed in 2020/21. Lemmon discussed the major projects that will continue into FY 2021/22, ongoing annual projects as well as new projects for FY 2021/22.

Cyndi Bolden, Senior Accountant, gave an overview of the current debt summary obligations, as well as anticipated future debt issuance for projects in FY 2028/29 and FY 2030/31. Board and staff held discussion.

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

Andrew Damron, Technical Services Director, reviewed the construction progress for both projects. He reported the major items performed during April for Browns Valley Trunk Project was the sewer main pipeline installation on First Street, and the wet well channel and lining work on the North Napa Pump Station. Damron 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.

- d. **Receive status report on the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701) for the month of April 2021.**

Karl Ono, Associate Engineer, gave an update on the project. Major work items performed in April were completion of pre-construction environment surveys, finalized biological exclusion fencing plan, and began delivery and fusion welding of HDPE pipe for bypass system. Ono reported on the contract status, schedule and the percentage of completion of the project, as well as upcoming and ongoing activities. Board and staff held discussion.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported that NapaSan plans to transition to having all staff back working at NapaSan's facilities on June 1, 2021. He indicated that some of the administrative and engineering staff have been working both remotely and in the office during the Covid-19 pandemic. Collections and Operations staff have been working at the facility with crews on split start and stop times.

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

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

- a. North Bay Watershed Association meeting (5/07/21) – Vice-Chair Gregory reported he attended the meeting. They discussed the work plan for 2021/22 and water supply/drought updates.

- b. Groundwater Sustainability Plan Advisory Committee (GSPAC) (5/13/21) – Director Graves reported he attend the meeting. They are working on quantitative standards for desirable results and impacts of further climate change.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – June 2, 2021
- b. North Bay Watershed Association meeting – June 4, 2021
- c. Regular Board meeting – June 16, 2021
- d. Regular Board meeting – July 7, 2021 (may cancel)

13. **ADJOURNMENT (4:51 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on June 2, 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