



AGENDA

1515 Soscol Ferry Road, Napa, CA 94558
(707) 258-6000

| <u>Chair</u> | <u>Vice-Chair</u> | <u>Director</u> | <u>Director</u> | <u>Director</u> |
|--------------------------------------|--|---|--|--|
| Jill Techel Mayor City of Napa | Keith Caldwell Supervisor County of Napa | Peter Mott Councilmember City of Napa | Charles Gravett, III Public Appointee City of Napa | David Graves Public Appointee County of Napa |

Tim Healy
General Manager

Cheryl Schuh
Board Secretary

John Bakker
Legal Counsel

REGULAR MEETING **Wednesday, November 16, 2016** **1515 SOSCOL FERRY ROAD**

GENERAL INFORMATION

The Board of Directors meets the first and third Wednesdays of the month at 4:00 P.M. at 1515 Soscol Ferry Road, Napa, California. Napa Sanitation District encourages and appreciates interest in their meetings.

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available from the Secretary of the Board. Requests for disability-related modifications or accommodations, aids or other special arrangements or services may be made by contacting the Board Secretary's office no less than 72 hours prior to the meeting date by calling (707) 258-6000 (253-6088TDD), by writing to Cheryl Schuh at 1515 Soscol Ferry Road, Napa, CA 94558, or by email to *cschuh* at *napasan.com*.

Any writing that is a public record relating to a Board open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Offices at 1515 Soscol Ferry Road, Napa, CA.

If a citizen wishes to challenge the nature of actions taken by the Board of Directors in court, they may be limited to raising only those issues they or someone else raised at the public discussion of the item, or in written correspondence delivered to the Napa Sanitation District during or prior to the action being taken by the Board.

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.

1. OPEN SESSION - 4:00 PM**2. ROLL CALL****3. REVIEW OF AGENDA****4. SAFETY MOMENT - No excuse not to work safely**

Is there ever an excuse not to work safely? In one sense or another we get confronted with this question every day. There are deadlines and people looking over our shoulders (sometimes literally), or the weather is nasty and we want to take that little short cut to get the job done quicker. All the pressures and temptations we face every day ask this same question: "Is there ever an excuse not to work safely?" Statistics show that the vast majority of industrial injuries are the result of people doing something that they know is unsafe. We might think that the rule can be broken just this once. However, the reason most company safety rules and occupational health and safety legislation is in place is due to someone being seriously injured or killed not following the safest work practice. If you think what you are about to do is unsafe, it probably is. Stay safe, stop and think about it.

District is Lost-Time Accident Free Since April 15, 2015.

5. PUBLIC COMMENT PERIOD (three minute per person limitation)

Pursuant to Section 54954.3 of the Brown Act, this is the time allotted for the public to address the Board on any subject relevant to the District that is not on the agenda. The Board can take no action on your subject, but Boardmembers may briefly respond to statements made or questions posed by the public, ask for clarification from staff, refer the matter to staff, or request staff to report back on the matter.

6. SPECIAL PRESENTATIONS**7. CONSENT CALENDAR**

- A. Approval/Correction of Minutes from the Regular Meeting on October 19, 2016.
- B. Receive County of Napa Voucher Register Dated 10/04/16 through 10/31/16.
- C. Cancel the Regular Board meeting on December 21, 2016 due to lack of business; Reschedule the Regular Board meeting on January 4, 2016 to January 11, 2017; and Cancel the Regular Board meeting on January 18, 2017.
- D. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - Napa County Jail Project - 2300 Napa Vallejo Highway (APN 046-370-021) - District Annexation 000023.
- E. Authorize the Purchasing Agent to execute Task Order No. 53 with GHD to provide Professional

Services for the Inflow and Infiltration (I&I) Reduction Program (CIP 13705) for collection system flow monitoring in the amount of \$196,363.

- F. Adopt Resolution accepting completion and authorizing General Manager to file the Notice of Completion at the Office of the Recorder, Napa County, California for the ACP Lining Project No. 1B (CIP 15721).
- G. Adopt Resolution accepting completion and authorizing the General Manager to file the Notice of Completion at the Office of the Recorder, Napa County, for the Milliken Creek Inn Sewer Rehabilitation Project - Phase 2 (CIP 16723).
- H. Receive and file the Quarterly Report and Priority Project Status for July, August, September 2016.
- I. Receive General Manager's Report for September, 2016.

8. REGULAR CALENDAR

- A. Conduct an appeal hearing and make a determination whether to grant request for relief on application by waiving the capacity charge for exterior sit down dining for The Corner located at 660 Main Street (APN 003-320-005).
- B. Authorize the Purchasing Agent to execute Task Order 52 with GHD to provide engineering services to prepare the Asset Management Plan in the amount of \$174,680.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. NBWRA Board Meeting (10/24/16)

12. UPCOMING MEETINGS

- | North Bay Watershed Association meeting - December 2, 2016
- | Regular Board meeting - December 7, 2016
- | NBWRA Board meeting - December 19, 2016
- | Regular Board meeting - December 21, 2016 (on agenda to cancel)

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6
Agency Designated Representatives: Glenn Berkheimer
Employee Organizations: Teamsters Local 315 – Rank and File Unit/Supervisors Unit

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, December 7, 2016 at 4:00 P.M.