

NAPA RIVER RECLAMATION DISTRICT #2109

MINUTES

MEETING OF THE BOARD OF TRUSTEES

Thursday, October 6, 2022

7:00 PM

1598 Milton Road, Napa, CA 94559

I. Call Meeting to Order/Roll Call

The meeting was called to order by Chairman Lagorio at 7:00 PM

Trustees Present: Chretien, Finnegan, Lagorio, Newman, Winters

Trustees Absent: None

II. Approval of Minutes

A motion was made by Tr. Chretien, second by Tr. Newman to approve the minutes of the regular meeting of September 1, 2022 as written. The motion passed.

Aye: AC, RN, MF, FL, JW

III. Public Comment

None

IV. Consent Items

1. Claims and payroll paid in September, 2022.

A motion was made by Tr. Winters, second by Tr. Chretien to approve the consent items. The motion passed.

Aye: JW, AC, MF, FL, RN

V. Discussion of Items Removed From the Consent Calendar

None

VI. Administrative and Other Items

1. Clarification of Wastewater Operator's duties to assist in formulating a plan for succession of NRRD's Staff.

The Board now understands what the Chief Plant Operator is responsible for. Tr. Finnegan has been in contact with National Systems Utilities which is a company that has been in business for 38 years and manages many sewer facilities. After discussion, the Board voted to hold a special meeting so a presentation could be made on what this company has to offer.

A motion was made by Tr. Newman, second by Tr. Winters to hold a special meeting for a representative of this company to come and make a presentation on their services. The motion passed.

Aye: RN, JW, AC, MF, FL

2. Safety concerns regarding mowing of the treatment plant facilities.

A letter was read from Geoffrey Gorsuch regarding the clarification of his comments at the last meeting regarding mowing of the district's property. Bids will be requested from licensed and insured tractor operators to provide mowing services to the district.

3. Possible collaboration with Napa Sanitation District for our wastewater needs.

Tr. Finnegan spoke with Napa Sanitation about their district handling the wastewater needs of our district. Napa Sanitation believed that LAFCO would need to give approval and referred her to LAFCO. After speaking with LAFCO she was informed that they would not need to be consulted on this. Tr. Finnegan will reach out to Napa Sanitation again and report her findings at the next meeting.

4. Possibility of joining the California Special Districts Association

A representative of the CSDA visited the district's office with information regarding joining the association. This information was presented to the Board. After some discussion this item was deferred until the next regular meeting.

VII. Public Hearings

None

VIII. Staff Reports

See attached

IX. Board Member Reports and Announcements

Tr. Finnegan reported that a property owner had asked if it would be possible to have a community garden on the wastewater facility property. This is not a feasible idea due to many factors.

X. Board of Trustees Members Future Agenda Items

1. The possibility of reducing staff hours on Sunday's.

XI. Adjournment

The Chair called for adjournment at 8:03 PM.

A motion was made by Tr. Winters, second by Tr. Newman to adjourn the meeting. The motion passed.

Aye: JW, RN, AC, MF, FL

Frank Lagoiro, Chair

ATTEST:

SECRETARY TO THE BOARD

Penny Wilson

Secretary to the Board

Members: AC = Ana Chretien; MF = Mary Finnegan; FL = Frank Lagorio; RN= Richard Newman; JW = Jim Winters

Notations Under Vote: Aye = Yes; N = No; X = Excused/Absent; A = Abstained

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

	Napa River Reclamation District #2109		
	Invoices Paid During September, 2022	FY 2022/23	
6-Sep	NAPANET INTERNET SERVICES	SEPTEMBER SERVICES	54.33
6-Sep	CALTEST ANALYTICAL LABORATORY	AUGUST TESTING	389.00
6-Sep	NAPA VALLEY PUBLISHING COMPANY	PUBLIC NOTICE RE: ELECTION	117.70
6-Sep	AT&T	AUGUST SERVICES	29.22
13-Sep	PETTY CASH	OFFICE SUPPLIES & POSTAGE STAMPS	58.07
13-Sep	STATE COMPENSATION INSURANCE FUND	PREMIUM 9/1/22 - 10/1/22 & SURCHARGES	711.82
13-Sep	NAPA COUNTY RECYCLING & WASTE	AUGUST SERVICES	47.94
13-Sep	MEYERS WATER COMPANY	SEPT/OCT WATER SERVICE	174.41
20-Sep	PG&E	AUGUST SERVICES	261.27
20-Sep	STATE COMPENSATION INSURANCE FUND	FINAL PREMIUM FOR POLICY PERIOD 2021/22	1,028.84
27-Sep	EMPLOYEE REIMBURSEMENT	2 YEAR WEBSITE RENEWAL	258.10
	Total Expenses		3,130.70

	Payroll Reports		
	Pay Period Ending 8/19/2022	127.30 HOURS + STANDBY	4,770.25
	Medicare		69.17
	Unemployment		3.16
	Pay Period Ending 9/2/2022	124.5 HOURS + STANDBY	4,737.09
	Medicare		68.68
	Unemployment		1.53
	Pay Period Ending 9/16/2022	120 HOURS + STANDBY	4,692.00
			68.05
	Total Payroll		14,409.93

STAFF REPORT

October, 2022

1. Bid to Clean Out Flood Pump Cistern

Received a verbal bid from Mike Leontini Tree Service of \$1,500 (Fifteen Hundred Dollars) to remove tules and tree sprouts from the cistern. Should only be about one day's work.

2. Election Update

Only the incumbents have filed nomination papers for the three seats up for election. No election will be held. The Board of Supervisors will appoint them to our Board of Trustees after the November 8th election date.

