

**NAPA RIVER RECLAMATION DISTRICT #2109
MINUTES
MEETING OF THE BOARD OF TRUSTEES
September 18, 2025
Milton Road, Napa, CA 94559**

1. Call Meeting to Order/Roll Call

The meeting was called to order by Chairman Lagorio at 6:00 PM
Trustees Present: Lagorio (FL), Finnegan (MF), Newman (RN)
Trustees Absent: Winters, Cretien

2. Approval of Minutes

Minutes of August 14, 2025 were reviewed and approved unanimously by all present on motion by Trustee Newman and second by Trustee Finnegan.

Aye: FL, MF, RN

3. Public Comment

No public comment

4. Consent Items

A. Approve claims paid from June 2025

Claims from June 2025 approved unanimously on motion from Trustee Finnegan and second by Trustee Newman.

Aye: FL, MF, RN

5. Old Business

None.

6. Administrative and Other Items

A. Discussion and possible action to appoint an ad hoc committee consisting of two trustees to negotiate an amendment to the NSU agreement to clarify the scope of work, billing and rates for routine and emergency/non-routine work and other related provisions. Drafted amendment will be brought back to the Board for consideration/approval.

Item was tabled until next meeting when all board members are present and the Board has an amendment to review.

- B. Discussion and possible action to appoint an ad hoc committee consisting of two trustees to review the personnel handbook and make recommendations to the Board regarding any updates or revisions.**

No committee designated due to two Trustees being absent, but Trustee Finnegan requested that Trustee Cretien and other board members review the personnel handbook individually and make any recommendations. Trustees Newman and Lagorio stated the District personnel policies should remain in line with Napa County policies.

- C. Discussion and possible action to approve twice-yearly bio tube cleanings at a cost not to exceed \$8,000 annually, based on 9 stations, and a scheduled deep cleaning of tanks as needed at a cost not to exceed \$10,000.**

Trustee Finnegan made a motion to approve twice-yearly bio tube cleanings at a cost not to exceed \$8,000 annually, based on 6 stations, and a scheduled deep cleaning of tanks as needed at a cost not to exceed \$10,000. Trustee Newman seconded the motion which was approved unanimously.

Aye: FL, MF, RN

7. Monthly Reports

- A. NSU Monthly Report:

Danny Miller reported that all operations went smoothly in August. There were no issues of concern.

- B. YTD Budget vs. Actual Report and YTD General Ledger summary

Reports were presented and reviewed.

8. Board Member Reports and Announcements

Trustee Lagorio announced that N2 went down earlier in the week and repairs are needed on emergency basis. Bid received this week from NSU was \$3600.

Pump House pond clean out and zincs replacement is scheduled for October 8th and 9th.

9. Staff Report

Stacey will be on medical leave for knee surgery the week of September 22, and possibly the following week. She plans to work remotely from home as soon as possible and will continue working remotely until she receives clearance from her surgeon to return to the office.

10. District Board of Trustees Member Future Agenda Items

- A. Discussion and possible action to secure proposals and approve leach field replacement work.

11. Adjournment

Adjourn to the Board of Trustees regular meeting on October 9th, 2025.

Trustee Newman moved to adjourn the meeting. Trustee Finnegan seconded the motion, which was approved unanimously.

AYES: FL, MF, RN

Frank Lagorio, Chair

ATTEST:
SECRETARY TO THE BOARD



Stacey McNeill, Office Manager