

**NAPA RIVER RECLAMATION DISTRICT #2109**  
**MINUTES**  
**MEETING OF THE BOARD OF TRUSTEES**  
**November 13, 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: Chretien (AC), Winters (JW)

**2. Approval of Minutes**

Minutes of October 9, 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**

None.

**4. Consent Items**

**A. Approve claims paid from October 2025**

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

**Aye: FL, MF, RN**

**5. Old Business**

**A. Discussion and possible action to appoint an ad hoc sub-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. Amendment recommendations will be brought back to the Board for review, consideration and possible approval.**

Trustee Finnegan and Chairman Lagorio volunteered to serve on the subcommittee. Trustee Newman made a motion to appoint Trustee Finnegan and Chairman Lagorio to serve on the ad hoc sub-committee to negotiate an amendment to the NSU agreement. Trustee Finnegan seconded the motion, which was approved unanimously by all present.

**Aye: FL, MF, RN**

## **6. Administrative and Other Items**

### **A. Discussion and possible action regarding recommendations presented at the October Board meeting for possible updates and revisions to the personnel handbook.**

Board members and Stacey offered recommendations for revisions as detailed in the Personnel Handbook revisions document. Upon review by all Trustees and County Counsel, it will be presented again at the next Board meeting for discussion and possible adoption.

### **B. Discussion and possible action to pursue procurement of a stainless steel tank (500–1000 gallons) for emergency contingency.**

The Board discussed options such as Facebook Marketplace for locating and purchasing a stainless steel tank to replace the donated plastic tanks.

## **7. Monthly Reports**

### **A. NSU Monthly Report:**

NSU October report was presented and reviewed.

### **B. YTD Budget vs. Actual Report and YTD General Ledger summary**

Reports were presented and reviewed.

## **8. Board Member Reports and Announcements**

- Chairman Lagorio reported on the discussion with Talbot General Engineering regarding the possible actions to improve the operation of the system, including appropriate type of pumps needed for the lift stations, and the condition and possibility of cleaning or replacing the dosing tank. He emphasized the importance of protecting the infiltrators. Chairman Lagorio is working on getting estimates for various options in order to compare long term costs.
- Talbot Engineering will work on retrofitting leach fields #2 and #6 on November 14<sup>th</sup>.
- Trustees agreed to schedule another volunteer workday for 9 a.m. on Wednesday December 3.

## **9. Staff Report**

- The Auditor, Charles Pillon, CPA, is still working on items such as reclassifying expenses and identifying any impaired assets.
- We have had inquiries regarding sandbags. Trustee Finnegan determined the supply was sufficient but old bags need to be discarded and new bags retrieved from the garage. Additional keys will be made to allow other Trustees to open the gate if needed for public access to sand and bags.

## 10. District Board of Trustees Member Future Agenda Items

- A. Discussion and possible action to initiate inspection and, if needed, servicing of the dosing tank, including consideration of replacement based on inspection results and professional recommendations.
- B. Discussion and possible action to follow up on retrofit of additional lift stations.
- C. Discussion and possible action regarding review of recommendations presented at the November Board meeting for revisions to the Personnel Handbook. If no additional revisions are proposed, the Board may consider adoption of the 2025 edition of the Personnel Handbook by resolution.
- D. Status report and recommendations from subcommittee and staff regarding proposed amendment to the NSU agreement.

## 11. Adjournment

Adjourn to the Board of Trustees regular meeting on December 11, 2025.

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

**AYES: FL, MF, RN,**

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**Frank Lagorio, Chair**

ATTEST:  
SECRETARY TO THE BOARD



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**Stacey McNeill, Office Manager**