# NAPA RIVER RECLAMATION DISTRICT #2109
# MINUTES
## MEETING OF THE BOARD OF TRUSTEES
### September 10, 2026
### Milton Road, Napa, CA 94559

## 1. Call Meeting to Order/Roll Call

The meeting was called to order by Chairman Lagorio at 6:08 PM.
Trustees Present: Lagorio (FL), Finnegan (MF), Newman (RN), Winters (JW),
Trustees Absent: Chretien

## 2. Approval of Minutes

**Minutes of August 13, 2026 Regular Board Meeting**

Motion to approve August 13, 2026 Board meeting minutes by Trustee Winters, seconded by Trustee Newman. Motion passed unanimously.

**Ayes: MF, FL, RN, JW**

## 3. Public Comment

No public comment.

## 4. Consent Items

**A. Approve claims paid in August 2026**

Motion to approve claims in August 2026 made by Trustee Winters and seconded by Trustee Newman. Motion passed unanimously.

**Ayes: MF, FL, RN, JW**

## 5. Old Business

**A. Status report and additional recommendations from subcommittee and staff regarding proposed amendment to the NSU agreement. Discussion and possible approval of the amendment if received.**

Trustee Finnegan reported that we are waiting for NSU to review the proposed amendment and respond with their comments.

## 6. Administrative and Other New Business Items

### A. Status report and discussion regarding the election process for the three Board seats open this year.

Staff reported that the required public notice was posted and published in the Napa Valley Register. September 10th at 5pm was the deadline to submit petitions with nominations, and we have received no submissions. Staff will check with County Counsel regarding the next steps in the process.

### B. Report and discussion regarding the process to institute a sewer service rate increase for next fiscal year, with possible direction or action regarding engaging a consultant to perform cost-of-service study.

Staff reported that guidance has been requested from Auditor-Controller Tracy Schultz regarding appropriate consultants to contact for a cost-of-service study, and a response is pending. Staff also provided preliminary research on potential consultants and estimated fees based on recent studies conducted for nearby agencies.

### C. Discussion and possible action to clarify the scope of authority for the ad hoc committee, including whether the committee will conduct hiring and selection or return a hiring recommendation to the Board for final action; and to authorize District staff and the ad hoc committee to proceed with establishing the Maintenance Manager position, including finalizing the job description, preparing the salary schedule, initiating recruitment activities, and returning any required approvals or recommendations to the Board.

The Board discussed the scope of authority for the ad hoc committee regarding development of the Maintenance Manager position and the hiring and selection process. Trustee Winters moved to authorize the ad hoc committee to refine and finalize the details of the Maintenance Manager position— including job description, salary schedule, and recruitment approach— and to bring any required approvals or recommendations back to the Board for final approval. Chairman Lagorio seconded the motion. The motion passed unanimously.

**Ayes: MF, FL, RN, JW**

### D. Status report and discussion regarding annual maintenance of the pump house, pump house pond, and zincs replacement.

Chairman Lagorio is talking with Mike Leontini about this job and will ask for a proposal.

**E. Discussion and possible action to delegate authority to the Chairman of the Board to negotiate and execute contracts for up to a maximum amount of $5,000 per contract for maintenance or repair of District facilities. The Board may establish conditions, reporting requirements, and limitations on this delegated authority.**

The Board discussed delegating authority to the Chairman to negotiate and execute contracts for maintenance or repair of District facilities in an amount not to exceed $5,000 per contract. Trustee Newman moved to delegate this authority to the Chairman, subject to any conditions or reporting requirements the Board may establish. Trustee Winters seconded. The motion passed unanimously.

**Ayes: MF, FL, RN, JW**

## 7. Monthly Reports

### A. NSU Monthly Report:

NSU Monthly report from Roy Alvarado was presented and reviewed. The sludge/scum report and spreadsheet was also presented. Roy is recommending getting some stations pumped out due to high sludge levels. He noted the majority of the South stations need to be pumped out.

### B. YTD Budget vs. Actual Expenses Report

Financial reports through July were presented and reviewed.

## 8. Board Member Reports and Announcements

Trustee Newman reported that he talked with Mike Leontini regarding installing a small water heater in the office building restroom.

Trustee Finnegan reported that several properties have levees that appear too low or are in disrepair. She noted that although the NRRD Board has no jurisdiction over private levees, failures of those levees could result in flooding that affects the entire community and damages the District's sewer system. She stated that property owners should be notified of these concerns, and they should be made aware that they would be liable for damages if the failure of their levees leads to flooding.

## 9. Staff Report

No staff report.

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

A. Status report and recommendations from subcommittee and staff regarding proposed amendment to the NSU agreement. Discussion and possible approval of the proposed amendment if received.

B. Report on annual Pump station maintenance work.

C. Status report and Discussion and possible approval of ad hoc committee's recommendations for the development of the Maintenance Manager staff position and hiring process.

**11. Adjournment**

**Adjourn to the Board of Trustees regular meeting on September 10, 2026.**

Trustee Winters moved to adjourn the meeting at 6:40 p.m. Trustee Newman seconded. Motion carried unanimously.

**Ayes: MF, FL, RN, JW**

Frank Lagorio

**Frank Lagorio, Chair**

ATTEST:
SECRETARY TO THE BOARD

Stacey McNeill

**Stacey McNeill, Office Manager**