NAPA RIVER RECLAMATION DISTRICT #2109
MINUTES
MEETING OF THE BOARD OF TRUSTEES
August 13, 2026
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), Winters (JW), Chretien (AC)

Chairman Lagorio called for a moment of silence in memory of Kimberley Lambert:

Kimberley Lambert was our primary contact at the Auditor-Controller's Office who worked closely with us on our day-to-day accounting. Her guidance, dedication, and oversight played a vital role in the sound management of the District's finances, and she supported our work with unfailing professionalism and kindness. She passed away unexpectedly, and in her honor, we dedicate this Board Meeting to her and call for a moment of silence.

2. Approval of Minutes

Minutes of July 9, 2026 Regular Board Meeting

Motion to approve July 9, 2026 Board meeting minutes by Trustee Chretien, seconded by Trustee Winters. Motion passed unanimously.

Ayes: AC, MF, FL, RN, JW

3. Public Comment

No public comment.

4. Consent Items

A. Approve claims paid in July 2026

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

Ayes: AC, MF, FL, RN, JW

B. Approve reimbursement of staff and Trustee expenses incurred in July 2026.

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

Ayes: AC, 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 proposed amendment if received.

Trustee Finnegan and staff reported that the Board subcommittee, staff and County Counsel met with NSU's representative Vincent Gruffat to review concerns with NSU's proposed revisions and the rate increases each year for additional services. Mr. Gruffat will need to consult with their CFO to determine how they can include a maximum percentage increase in the agreement amendment.

6. Administrative and Other New Business Items

A. Report and discussion regarding the election process for the three Board seats open this year.

Staff reported that there are three Board seats open this year: Trustee Finnegan, Trustee Newman and Trustee Chretien. The nomination period is from August 20th to September 10th. A notice will be published in the Napa Valley Register on August 27th.

B. Report and discussion regarding the process to institute a sewer service rate increase for the next fiscal year, with possible direction or action.

Staff reported that County Counsel provided guidance regarding the process to increase rates. Sabrina Wolfson indicated that the first step would be to hire a consultant to perform a cost-of-service rate study.

Trustee Newman made a motion to direct staff to do some research to identify potential consultants and obtain estimates for performing the required study. Trustee Chretien seconded the motion, which passed unanimously.

Ayes: AC, MF, FL, RN, JW

C. Status Report and Discussion: Progress on establishing the Maintenance Manager staff position, including development of the job description, pay range and next steps in the hiring process.

The Board reviewed the updated job description, and discussed the tasks and duties that would need to be included. They revisited the hourly rate and maximum number of hours that would be required. Trustee Newman suggested revisions. Trustee Winters also suggested that the Board provide a schedule of when tasks need to be completed.

Trustee Finnegan and Trustee Newman volunteered to serve on an ad hoc hiring committee.

Trustee Finnegan made a motion to approve a rate of up to $40 per hour and a maximum of an average of 5 hours per week for a Maintenance Manager staff position. Trustee Newman seconded the motion, which was carried unanimously.

Ayes: AC, MF, FL, RN, JW

7. Monthly Reports

A. NSU Monthly Report:

NSU Monthly report from Danny Miller was presented and reviewed.

The Board also reviewed the sludge and scum report drafted to compare the previous monthly readings. They questioned some of the numbers that didn't seem to make sense. Sludge levels are high in some stations, and they should be pumped out soon. Trustee Lagorio will contact a contractor to determine which stations need to be pumped and to coordinate the work.

B. YTD Budget vs. Actual Expenses Report

Financial reports through July were presented and reviewed.

8. Board Member Reports and Announcements

Trustee Finnegan reported that the Pump house pond weeding and zincs need to be done. Someone needs to schedule and coordinate the contractors. Oil in the pump also needs to be changed as part of regular annual maintenance.

Trustee Winters reported that he believes the pump house may be owned by the County and we should investigate whether they may be responsible for some of the maintenance.

9. Staff Report

No staff report.

10. District Board of Trustees Member Future Agenda Items

A. Report on the procedure and next steps to initiate an increase in the sewer service rates for next fiscal year.

B. 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.

C. Report on annual Pump station maintenance work.

D. Status report, discussion and possible approval of additional requirements for 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 6:58 p.m. Trustee Newman seconded. Motion carried unanimously.

Ayes: AC, MF, FL, RN, JW

Frank Lagorio

Frank Lagorio, Chair

ATTEST:
SECRETARY TO THE BOARD

Stacey McNeill

Stacey McNeill, Office Manager