



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}G

Yountville Town Council Staff Report

DATE: November 5, 2024

TO: Mayor and Town Council

FROM: John Ferons, Public Works Director

PREPARED BY: John Ferons, Public Works Director

RECOMMENDATION

Adopt Resolution Number 24-4318 approving an amendment to Professional Service Agreement #2024-886 with WaterTalent LLC. to continue providing Interim Chief Plant Operator Services and authorizing the Town Manager to execute the amendment.

DISCUSSION/BACKGROUND

The Town owns and operates the Wastewater Reclamation Facility (WRF) under National Pollutant Discharge Elimination System (NPDES) permit CA003812 issued by the San Francisco Bay Regional Water Quality Control Board Order No. R2-2020-0026. This permit order regulates the treatment process and allows the Town to treat the effluent such that it can be redistributed as recycled water. The level of treatment in place at the plant to meet recycled water quality requires that the Town have an operator with a Grade III Wastewater Treatment Plant Operator's certificate (or higher certification) be designated as the Town's "Chief Plant Operator."

Due to staffing changes and succession planning, the Town does not currently employ an individual with that level of certification. At present, the plant is currently operated by two Town staff members with Grade II Wastewater Treatment Plant Operator certificates on a daily basis, which is allowed per regulations. However, the Regional Board requires the Town to have a Grade III Wastewater Treatment Plant Operator certificate (or higher certification) designated as the Chief Plant Operator (CPO) to oversee day to day operations to ensure regulatory compliance.

While this need was most recently addressed by an agreement with Napa Sanitation District, it was unable to continue due to staffing and human resource limitations that limited Napa Sanitation's ability to provide the needed Chief Plant Operator. As an alternative, the Town entered into a Professional Services Agreement with WaterTalent LLC to provide Interim Chief Plant Operator Services at the turn of the fiscal year, July 5, 2024, while developing a long-term succession plan.

The value of the WaterTalent contract is \$45,000 with the understanding that if services were needed beyond the time allowed by this dollar amount, an amendment could be proposed. This amendment will increase the contract by \$16,000 which will provide service into February 2025. This should allow sufficient time for the Utility Division's staffing succession plan to be implemented.

This Amendment No. 1 is as follows:

Current WaterTalent Agreement \$45,000

Amendment No. 1	\$16,000
Adjusted WaterTalent Agreement	\$61,000

The amendment is fully funded by the current Wastewater Treatment Operations Budget line item: 62-4525-4210.

Staff respectfully requests the Town Council adopt Resolution Number 24-4318 approving an amendment to Professional Service Agreement #2024-886 with WaterTalent LLC. to continue providing Interim Chief Plant Operator Services and authorizing the Town Manager to execute the Amendment.

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Currently Budgeted? Yes

Where is it Budgeted? Wastewater Treatment Operations; 62-4515-4210

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Exceptional Town Services and Staff:** The Town supports its talented staff who deliver high quality municipal programs and services while maintaining public infrastructure for the benefit of the community. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Town's Recycled Water Program is critical infrastructure for the benefit of the community. Providing a qualified Chief Plant Operator ensures regulatory compliance with the water reclamation permit maintaining infrastructure for the benefit of the community. Managing the contract to provide this need and bringing it forward for approval above the Town Manager's authority is maintaining responsible fiscal policy.

ATTACHMENTS

1. Resolution No. 24-4318