

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
September 18, 2018**

CALL TO ORDER

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 6:02 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Michael Joly, James Grossi, and Stephen Petterle. Also present were General Manager Drew McIntyre, District Secretary Terrie Kehoe, Auditor-Controller Julie Blue and Chief Engineer Rocky Vogler.

District employees, Robert Clark (Operations/Maintenance Superintendent), Tony Arendell (Construction/Maintenance Superintendent), Jeff Corda (Sr. Water Dist. & TP Operator) and Pablo Ramudo (Water Quality Supervisor) were also in attendance.

Novato resident Tina McMillan was in the audience.

MINUTES

Director Baker requested the minutes on Line 29, Page 4 note the location of the Sand Point Area Basin. On motion of Director Petterle, seconded by Director Joly the Board approved the minutes from the August 21, 2018 meeting with the change requested by Director Baker by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

GENERAL MANAGER'S REPORT

Agenda Item 13

Mr. McIntyre requested that Agenda Item 13 - Closed Session be deferred to the Special Meeting scheduled for September 26th, as there was nothing to report at this time.

On the motion of Director Petterle, and seconded by Director Joly, the Board approved authorization to defer agenda item number 13, Closed Session, to the Special Meeting on Wednesday September 26th by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

Olema Marsh Restoration Project

Mr. McIntyre announced that he and Mr. Clark met with Point Reyes National Seashore senior management to discuss implementation of the PRNS Olema Marsh Restoration project. He advised that earlier studies for this project concluded that implementation could result in salinity increases in North Marin's Coast Guard well supply. Mr. McIntyre reported that during the meeting that both he and Mr. Clark urged them not to move forward with the project at this time since the Coast Guard wells are experiencing increased salinity issues and continue to remain a primary water supply source for the District's West Marin service area. Mr. McIntyre stated that North Marin staff is committed to continue to work with the Park Service staff and will make outreach in the future after the budgeted Gallagher Well 2 is constructed and in operation. He reported that Park Service staff stated they will not be proceeding on the Olema March Restoration project in the near term.

Novato Sanitary District Board Meeting

Mr. McIntyre advised the Board that he attended a Novato Sanitary District Special Meeting last night to learn about their interest in purchasing electrical power from Marin Clean Energy. He reported that NSD is currently purchasing all their power from PG&E but that the NSD Board was evaluating the option to switch to MCE's Light green or Deep Green options. Mr. McIntyre also reported that NSD is moving from two board meetings a month to one. Director Joly questioned the reason behind only one meeting. Mr. McIntyre responded that he was not sure but noted that they have been cancelling a lot of meetings. Ms. Blue stated that they were scheduling two meetings but holding only one to see if this was practical.

OPEN TIME

President Fraites asked if anyone in the audience wished to bring up an item not on the agenda and there was no response.

STAFF/DIRECTORS REPORTS

President Fraites asked if staff or Directors wished to bring up an item not on the agenda and the following items were discussed:

Mr. Vogler announced that the pre bid meeting for the Stafford Treatment Plant Clearwell Coating project was held on September 18th and that a total of seven contractors attended. He stated that the project is scheduled to be completed this winter when the plant is offline.

Mr. Vogler also discussed progress on improvements at the Oceana Marin Treatment Ponds stating that construction crews have been working on inlet piping modifications and will begin repairs on the south berm of Pond No. 1 early October. He added that work is anticipated to be completed before the wet weather sets in.

MONTHLY PROGRESS REPORT

Mr. McIntyre reviewed the Monthly Progress Report for August. He reported that water production in Novato was up 16% compared to a year ago but is still 2% below August 2013, the State Board's metric for water conservation. He added that in West Marin, water production is up 13% from August one year ago and up 11% from August 2013. He noted that recycled water production is up 13% from one year ago and would have been higher if LGVSD had been producing recycled water. Mr. McIntyre informed the Board that Stafford Lake holds 1650 AF and is at 39% of capacity; Lake Mendocino holds 65,000 AF or 91% of capacity and Lake Sonoma is at 203,000 AF or 83% of capacity. On the Summary of Complaints and Service Orders, he advised the Board that the overall number of complaints/service orders increased by 48% compared to the first two months last fiscal year. He added that this increase can be attributed to implementation of the AMI Project. Ms. Blue reported on the August 2018 Investments, stating that the District's portfolio holds \$16.9M and is earning a 1.84% rate of return.

There was additional discussion about recent high bill concerns being expressed on social media. Mr. McIntyre stated that staff will increase outreach efforts to encourage customers to contact us directly if they have questions about their water use. He noted that if customers don't contact us about a complaint we are unable to help address their concerns, offer a Water Smart Home Survey and do high bill investigations. Director Baker stated that the Stafford Treatment Plant solar field has been installed for over five years now and he hasn't heard much about it. He requested a brief recap of how it is working, including any maintenance or vandalism issues that may have occurred.

CONSENT CALENDAR

On the motion of Director Petterle, and seconded by Director Baker the Board approved the following items on the consent calendar by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

CONTRACT FOR ENGINEERING SERVICES –WHITE AND PRESCOTT

The Board approved the contract for engineering services with White and Prescott which would be used on an as-needed basis for developer and/or District projects. White and Prescott would proceed with work only after a specific work scope task; schedule and estimate of services costs are established.

BUDGETED FY 18/19 PRE TANK 4A REPLACEMENT PROJECT –APPROVE BID ADVERTISEMENT

The Board approved the budgeted FY 18/19 PRE Tank 4A Replacement Project bid advertisement. The scope of work for this project includes construction of a 125,000-gallon above ground cast-in-place concrete potable water storage tank and appurtenances including excavation, site grading and piping improvements.

ACTION CALENDAR

CREST PUMP STATION – NOTICE OF EXEMPTION

Mr. Vogler requested the Board approve the Notice of Exemption for the Crest Pump Station. He stated that the Crest Pump Station will be constructed along Bahia Drive and will replace the School Road Pump Station.

On the motion of Director Petterle, and seconded by Director Baker, the Board approved filing of the Notice of Exemption for the Crest Pump Station project by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

INFORMATION ITEMS

TANK LEVEL AND OVERFLOW SET POINT INSPECTIONS

Mr. Clark discussed the Tank Level and Overflow Set Point Inspections report. He reported that as a result of the Amaroli tank overflow, staff has inspected all tank sites to confirm proper lever monitoring/alarm instrumentation. Director Baker asked about whether it was the pressure sensor or

mechanical float issue. Mr. Clark responded that the Amaroli Tank overflow event was due to both the tank level and high level alarm sensors not being set at the correct level points. A general discussion ensued. Director Petterle stated it would be helpful to have a schematic map of the Novato Water Storage Tank system. Mr. Clark also added that, to-date, there is no further follow up needed for the Regional Water Quality Control Board.

FOURTH QUARTER FY 17/18 – WATER QUALITY REPORT

Mr. Ramudo reported on the Fourth Quarter FY 17/18 –Water Quality Report. He advised the Board that both Novato and West Marin potable water systems met federal and state primary and secondary water quality standards for the quarter but that salinity intrusion at the Coast Guard wells continues to be a problem. Director Joly wanted to know if the chemical levels were at a comfortable level for humans and landscaping. Mr. Ramudo replied there is nothing to cause concern for landscape or health. In reference to the West Marin system, Director Baker wanted to know where the bromide is coming from. Mr. Ramudo stated it was from the salinity intrusion into the wells. He added that our water quality is excellent, but we need to stay focused on getting the second Gallagher well constructed to address disinfection byproduct concentrations. Director Baker also asked about the recent leak along the Gallagher well pipeline, as he thought this was a fairly new line. Mr. Arendell explained that the leak was in the older 6-inch ACP segment closer to the treatment plant that was installed in the 1970's. Director Grossi wanted to know if the wells we had were shallow. Mr. Ramudo stated that all of these wells are shallow, the deepest is 60 feet.

NBWA MEETING – SEPTEMBER 7, 2018

Directors Fraites and Baker reported on the NBWA Meeting that they attended on September 7th. Director Fraites announced that SF Bay RWQCB Executive Officer, Bruce Wolfe is retiring and that he will be greatly missed. Director Baker added that Mr. Wolfe had a lot of experience and he was always willing to listen and help to resolve issues. Director Joly asked if there was someone on the Regional Board with similar experience and knowledge. Director Fraites stated that Mr. Wolfe's replacement will be fully vetted.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements-Dated September 6, 2018 and September 13, 2018, ACWA Advisory –Legislative Session Ends with Actions on Several Water-Related Bills, PG&E Seeks Offers to Purchase Potter Valley Hydroelectric Facilities and Support Letter – Marin County Groundwater Basin Boundary Modification Request.

The Board also received the following news articles: Long process of selling the Potter Valley Project begins this week, Report: Santa Rosa should beef up Fountaingrove water system, High pay in Marin still lags expense, Marin IJ Ad – Water efficiency is...proving habitat, Marin County ghost town cleared away to save Lagunitas Creek's coho salmon, Caltrans cancels community meeting on Green Bridge after locals file suit, County sets review of water tank plan and Therapist runs for North Marin seat.

ADJOURNMENT

President Fraites adjourned the meeting at 7:11 p.m.

Submitted by

A handwritten signature in cursive script that reads "Theresa Kehoe".

Theresa Kehoe
District Secretary