

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
November 1, 2022**

**CALL TO ORDER**

President Petterle announced that due to the Coronavirus outbreak and pursuant to the Brown Act as modified by Assembly Bill 361, this was a virtual meeting. President Petterle called the regular meeting of the Board of Directors of North Marin Water District to order at 6:00 p.m. and the agenda was accepted as presented. President Petterle added that there was not a public location for participating in this meeting, but any interested members of the public could participate remotely by utilizing the video or phone conference dial-in method using information printed on the agenda. President Petterle announced that in the event of technical difficulties during the meeting, the District Secretary will adjourn the meeting and the remainder of the agenda will be rescheduled for a future special meeting which shall be open to the public and noticed pursuant to the Brown Act.

President Petterle welcomed the public to participate in the remote meeting and asked that they mute themselves, except during open time and while making comments on the agenda items. President Petterle noted that due to the virtual nature of the meeting he will request a roll call of the Directors. A roll call was done, those in remote attendance established a quorum. Participating remotely were Directors Jack Baker, Rick Fraitas, Jim Grossi, Michael Joly and Stephen Petterle.

President Petterle announced that all public attendees will be invited to speak and will need to use the raised hand icon in Zoom or dial \*9 to be called upon.

Mr. Williams performed a roll call of staff, participating remotely were, Tony Williams (General Manager), Terrie Kehoe (District Secretary), Eric Miller (Assistant GM/Chief Engineer), Chris Kehoe (Interim Construction/Maintenance Superintendent), Pablo Ramudo (Water Quality Supervisor) and Rebecca Sylvester (Receptionist/Customer Service Assistant). Additionally, District employees Connie Filippi, Stacie Goodpaster and Eileen Mulliner joined the meeting. Julie Blue (Auditor-Controller) joined the meeting shortly after rollcall.

President Petterle requested that for those joining the virtual meeting from the public to identify themselves and there was no response.

**MINUTES**

On motion of Director Joly seconded by Director Baker, the Board approved the minutes with minor edits from the October 18, 2022 Regular Board Meeting by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

### **GENERAL MANAGER'S REPORT**

Mr. Williams apprised that the Board that he had a brief meeting with State Senator Mike McGuire on October 21<sup>st</sup>. He noted that he requested a follow up meeting with Senator McGuire. Mr. Williams stated that he will likely want to discuss the Potter Valley Project since it is within Senator McGuire's district, and there will be more to come on that project.

Mr. Williams announced that progress is being made on the Connection Fee Study that Mark Hildebrand is working on. He stated that he hopes to bring a draft report back to the Board either on November 15<sup>th</sup> or at the December 6<sup>th</sup> Board Meeting, followed by a Public Hearing at the subsequent Board Meeting.

Mr. Williams reported that Mr. Ramudo will report on West Marin's water supply under Item 4.

Mr. Williams reminded the Board that there will be a Closed Session that will follow after the adjournment of the Open Session. He noted that there is a separate Zoom invitation for the Closed Session.

President Petterle asked if there were any comments or questions from the Directors.

Director Joly noted that Lake Sonoma is at 105,000-acre feet, and wanted to know at what time will the Army Corp of Engineers get involved if the lake level falls below 100,000-acre feet. Director Joly added that he understands that there is an equal chance that we could have a normal winter rain year, but in the event we don't, he would like to know what the trigger is. Mr. Williams replied that he does not have that information in front of him and can report back at a future time. He noted that as of today he has heard of no concerns from Sonoma County Water Agency. Director Joly asked if Mr. Williams could report back in the next month or two, in the event we do not have a robust rain year.

President Petterle asked if anyone from the public would like to speak and there was no response.

### **OPEN TIME**

President Petterle asked if anyone from the public wished to bring up an item not on the agenda and there was no response.

## **STAFF/DIRECTORS REPORTS**

President Petterle asked if any Directors or staff wished to bring up an item not on the agenda and the following was discussed.

Mr. Ramudo reported that Gallagher Well 2 had its final inspection from the State Division of Drinking Water on Monday, October 31<sup>st</sup> at 9:00 a.m. He stated that they gave the District verbal approval to start using the well for water supply on the spot. Mr. Ramudo added that in anticipation of approval, staff mobilized the Construction and Operations/Maintenance crews to connect the well to electrical power, flush the pipeline and start treating the water. He reported the well is pumping 168 gallons per minute, and noted that the current needed supply for the entire Point Reyes system is 185,000 gallons per day. Mr. Ramudo added that this will allow for more Gallagher Well water in our distribution system to help replace the Coast Guard well water that is currently within the distribution system.

Director Joly stated that this was great news. Mr. Ramudo reminded the Board that there were some setbacks on this project, however during that time staff did not waste a single minute moving forward with permitting, testing, soliciting bids, and acquiring the correct materials to get it built. He commended Chris Kehoe and the Construction crew, Kent LeBrun and the Maintenance crew and the operators involved in getting the well online. Director Petterle asked if there was a press release in the Marin IJ. Mr. Ramudo confirmed, added that he also spoke with Ike Allen at the Point Reyes Light and suggested it might be good to have a public event. Director Grossi stated that it would be important to show our customers the work that the District has done. Director Joly asked if Ken Levin was kept informed. Mr. Ramudo stated that he had planned to reach out to him on Wednesday. Mr. Williams added that he did talk with Mr. Levin the previous Friday about it and he knew it was scheduled to be up and running. Director Petterle stated that this was a wonderful achievement.

## **CONSENT CALENDAR**

Director Joly requested the Item, Re-Authorizing Meeting by Teleconference of Legislative Bodies of North Main Water, be pulled off the consent calendar for further discussion.

Director Joly stated that he would like the Board to go back to in person meetings. He added that he understands the COVID reinfection rates are going up, however in person meetings have constructive use. Director Joly noted that the Governor's order expires in February and he would like to have a criteria in place to go back to physical meetings. Director Petterle stated that he did not disagree with Director Joly, however the issue for him is that the size of the current temporary location may not be suitable for meetings which include the Board, staff and public attendees. He added that he thought the space could be limited and problematic especially if we

need to practice social distancing. Director Petterle suggested that perhaps the meetings could be held at another location like the City of Novato, Novato Unified School District or Novato Sanitary District. Director Joly asked what was the estimated date staff will be back in the Rush Creek Place Office. Mr. Williams replied that the new renovated building will not be ready until late September or October of 2023. Mr. Williams stated that the current temporary location can accommodate the Board in a hybrid situation in which some staff and some of the public can still participate in-person and the remainder remotely. Director Petterle noted that there may be some security issues and asked how we would handle someone who is arriving late to the meeting. Mr. Williams replied that staff would need to check with the building's maintenance personnel to make sure the other suites were locked up and that we could place portable signage to direct the public to the meeting on the 3<sup>rd</sup> Floor. Director Petterle stated that there would also need to be additional information about the location posted on the agenda and on our website. Director Baker commented he also hoped that we can return to in person meetings in the near future like some of the other agencies which have returned to in person meetings. He noted that it is infrequent that we have the public come to our meetings. Mr. Williams reminded the Board that as described at a previous Board Meeting, staff knows what needs to be done. He noted that the District is still experiencing COVID outbreaks amongst employees and staff is also waiting to see what the Governor says in February. Director Fraites stated that he is in no rush and wants to be safe. He added that he would not feel comfortable in a crowded meeting and would like to discuss this more at a future meeting. Director Petterle encouraged the Directors to visit the building, if they haven't already done so. He noted that finding the location of the NMWD office space in the Wood Hollow building is not straight forward. Director Baker asked if our colleagues at Novato Sanitary District, Novato Fire Protection District or Novato Unified School District meet in person. Mr. Williams replied that he knows most sewer districts are still meeting virtually, the City of Novato has a hybrid meeting with limited public participation, and most smaller agencies are still virtual. He proposed that NMWD continue using a virtual meeting format and wait to see what happens in February. Director Joly suggested that further discussion could be done in December. Director Petterle stated that the other option would be to wait until February or until there is more information from the state. Director Joly stated that with the continued agenda item to renew the virtual meeting options, it would be helpful to set a date. Director Fraites stated that the County of Marin Board Meetings are in person, but their board room is large, emphasizing his concern is with spacing people. Director Petterle stated that it would be best to discuss this at a future Board Meeting in December.

President Petterle asked if anyone from the public had any comments or questions and

there was no response.

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

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

NOES: None

ABSTAIN: None

ABSENT: None

**RE-AUTHORIZING MEETINGS BY TELECONFERENCE OF LEGISLATIVE BODIES OF NORTH MARIN WATER**

After discussion and eventual vote described above, the Board approved Re-Authorizing Meetings by Teleconference of Legislative Bodies of North Marin Water District. Resolution 22-29 will extend the continuation of teleconference meetings effective November 1, 2022 through November 30, 2022 pursuant to Brown Act provisions.

**INFORMATION ITEMS**

**STRATEGIC PLAN PROGRESS REPORT – YEAR 4 REVIEW (FY 2021-22)**

Mr. Williams reported on the 2018 Strategic Plan four-year review with the focus on FY 2021-22. He provided a tabulation for each of the six major goals and summarized which objectives were completed, in progress or slated for a future activity. Mr. Williams noted that the only original staff member that worked on this strategic plan was Mr. Clark. He added that the attached tables provide a detailed summary of what has been accomplished, highlighting; the SCWA Resiliency Study, the Potter Valley Project transitioning from relicensing to decommissioned, the start of the new Administration/ Lab building and Local Water Supply Enhancement Study. Mr. Williams stated that next year an update or a new five-year plan can be done, in which there would be input by both staff and the Board moving forward.

President Petterle asked if there were any comments or questions from the Directors.

Director Joly stated that the emergency planning in Goal #6 should include seismic vulnerability and noted that there was no progress on that item. Mr. Williams replied that the Goal #6 actions are reported as complete. He added that there is nothing specific on seismic resiliency, however, the District had participated in the County's Multi-Jurisdictional Hazard Mitigation Plan and noted ongoing efforts with the Stafford Dam Emergency Action Plan which was taken to the Board back in January of 2021. Mr. Williams noted that in the future we plan to cover those types of resiliencies and vulnerabilities when an update of the West Marin and Novato Master Plans is completed. Director Joly appreciated the clarification, stating he would also like to know how many miles of pipeline might be exposed if we were to experience a substantial earthquake. He

added that it is his job as a Director to be aware of water supply, dam safety, infrastructure, and seismic vulnerabilities. Director Joly stated that he is more interested in being able to respond to our customers than he is in making a five-year plan. Director Fraites stated that the pipes are subject to break at a 7.5 earthquake, however the recent 5.0 earthquake was a good shake. He noted that a full comprehensive seismic study would take quite awhile to complete. Director Joly stated that he would like to know at what scale the earth starts shaking that we should be concerned. Mr. Williams noted that this subject was not currently on the agenda, but he knows there has been a lot of discussion about dam safety and there is more seismic discussion evolving around that each year. He added that we have the ability to bypass our critical areas of our pipelines, noting we are not 100% resilient. Mr. Williams stated that we have done prior seismic analysis of our storage tanks which is in our CIP to review again in 2023. He stated that SCWA just released a confidential document targeting vulnerabilities in their pipeline, creek crossings and natural hazards; which included seismic vulnerability. He also noted that other hazards such as sea level rise will affect the community over time. Mr. Williams added that there are many complicated issues and there is a lot additional analysis needed to answer all questions. Director Joly stated that maybe in the next couple of months the Board can learn more on this subject; adding it is his job as a Director to ask these questions. Director Petterle stated that there have been some who have been Board members for a long time, and agreed that it would be helpful if Mr. Williams could have a discussion offline to further explain our vulnerabilities to those new on Board. He noted that the District recently bought some generators in order to give us more flexibility with our water supply in an event of power loss during an emergency. Mr. Williams stated that he can send the link to the Multi-Jurisdictional Hazard Mitigation Plan, noting these are all long-term projects that require funding. He noted that there is a lot more we can do, but there are significant cost implications.

President Petterle asked if there were any comments or questions from the public and there was no response.

### **RESIGNATION AND RETIREMENT FROM NMWD – DISTRICT SECRETARY**

Ms. Kehoe announced her resignation and retirement from NMWD effective February 3, 2023. She expressed her appreciation for the opportunities given to her at the District and although it saddened her to leave, after 35 years of service she was ready to pursue this new chapter in her life.

President Petterle asked if there were any comments or questions from the Directors.

Director Baker state that he hoped that Ms. Kehoe will still drop by and not be a total stranger. Director Joly stated that Ms. Kehoe has been incredible in her roll as District Secretary.

Director Petterle stated that he has seen District Secretaries over the years, and they have all been good, but Ms. Kehoe has been exemplary. He added that she was always personable, helpful and gracious when dealing with the Board and the public, and it seemed to be who she was as a person. Director Petterle stated that Ms. Kehoe will be missed and maybe the District could name a generator after her. Mr. Williams suggested a pump station. Director Fraites stated that he was sorry to see Ms. Kehoe go, but as a retiree he knows she will love retirement. Ms. Kehoe thanked the Board for all their kind words.

President Petterle asked if anyone from the public would like to speak and there was no response.

### **MISCELLANEOUS**

The Board received the following miscellaneous items: Disbursements – Dated October 20, 2022, Point Reyes Light – Salinity Notice for October 20, 2022, NOAA Three Month Precipitation Outlook – November, December, January, NOAA Seasonal Drought Outlook and FY23 1<sup>st</sup> Quarter Labor Cost Report.

Disbursements - Dated September 22, 2022, Disbursements – Dated September 29, 2022, Point Reyes Light – Salinity Notice September 29, 2022 and Three-Month Outlook Temperature and Precipitation Probability.

The Board received the following news articles: Marin IJ – Causeway gets key support – HIGHWAY 37; Marin IJ – Tsunami strategy – MARIN COASTLINE; Marin IJ – Possible reallocation of water supply could hit agriculture; Marin IJ – County edging to virus ‘uptick’ - COVID-19 PANDEMIC; Marin IJ – Housing balance shifts in analysis -UNINCORPORATED MARIN; Marin IJ – Newsom to end virus emergency in February – SACRAMENTO: Marin IJ – Report raises water issues in Marin low-income areas – STATE ASSESSMENT: Marin IJ – Water plan could trigger earlier conservation calls – MARIN MUNICIPAL; Marin IJ – Housing mandate changes sought – MARIN and Marin IJ – Nothing simple about building a desal plant in Marin – MARIN VOICE.

President Petterle asked if there were any comments from the Directors and there was no response.

President Petterle asked if anyone from the public had any comments or questions and there was no response.

### **CLOSED SESSION**

President Petterle adjourned the regular session at 6:43 p.m. and convened to closed session at 6:52 p.m. in accordance with Labor Negotiators (§ 54957.6) Agency designated representatives: Tony Williams, Julie Blue and Christopher Boucher Employee organization:

North Marin Water District Employee Association and for Conference with Labor Negotiators (§ 54957.6) Employee Organization and Unrepresented Employees.

**OPEN SESSION AND REPORT OUT**

The Board reconvened into open session at 7:14 p.m., President Petterle announced the Board had not taken any reportable action.

**ADJOURNMENT**

President Petterle adjourned the meeting at 7:14 p.m.

Submitted by

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

Theresa Kehoe  
District Secretary