

1 **NORTH MARIN WATER DISTRICT**
2 **MINUTES OF REGULAR MEETING**
3 **OF THE BOARD OF DIRECTORS**
4 January 17, 2023

5 **CALL TO ORDER**

6 President Fraites announced that due to the Coronavirus outbreak and pursuant to the
7 Brown Act as modified by Assembly Bill 361, this was a virtual meeting. President Fraites called the
8 regular meeting of the Board of Directors of North Marin Water District to order at 6:04 p.m. and the
9 agenda was accepted as presented. President Fraites added that there was not a public location for
10 participating in this meeting, but any interested members of the public could participate remotely by
11 utilizing the video or phone conference dial-in method using information printed on the agenda.
12 President Fraites announced that in the event of technical difficulties during the meeting, the District
13 Secretary will adjourn the meeting and the remainder of the agenda will be rescheduled for a future
14 special meeting which shall be open to the public and noticed pursuant to the Brown Act.

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

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

23 Mr. Williams performed a roll call of staff, participating remotely were; Tony Williams
24 (General Manager), Terrie Kehoe (Retiring District Secretary), Eileen Mulliner (Incoming District
25 Secretary), Eric Miller (Assistant GM/Chief Engineer), Julie Blue (Auditor Controller), Chris Kehoe
26 (Interim Construction/Maintenance Superintendent), and Rebecca Sylvester (Receptionist/Customer
27 Service Assistant).

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

30 President Fraites called the regular meeting of the Board of Directors of North Marin Water
31 District to order at 6:04 p.m. at the District Headquarters and the agenda was accepted as
32 presented.

1 **MINUTES**

2 On motion of Director Joly seconded by Director Baker the Board approved the minutes from
3 the December 20, 2022 meeting as presented by the following vote:

4 AYES: Director(s) Baker, Fraites, Joly and Petterle

5 NOES: None

6 ABSENT: Director Eichstaedt

7 ABSTAIN: None

8 On motion of Director Petterle seconded by Director Joly the Board approved the minutes
9 from the January 11, 2023 special meeting as presented by the following vote:

10 AYES: Director(s) Baker, Fraites, Joly and Petterle

11 NOES: None

12 ABSENT: Director Eichstaedt

13 ABSTAIN: None

14 **GENERAL MANAGER'S REPORT**

15 During the General Manager's report, Mr. Williams apprised the Board that he had a meeting
16 on January 5, 2023 with Senator Mike McGuire to present some funding issues. Mr. Williams
17 wanted the Senator to be aware of how effective the Department of Water Resources' grant that the
18 District received, as well as an amendment to that grant for our Gallagher Well No. 2 project, which
19 is for our West Marin system and that we look forward to those types of grants for "small
20 communities" moving forward even outside of the drought scenario. Mr. Williams also mentioned
21 that Stafford Dam is in good shape and typically dam funding programs go towards dams that are
22 not in good shape, so Mr. Williams asked in the future if DWR could set aside funds for dam safety
23 for good dams that could be even better with technology, and finally, since the Senator was from
24 Sonoma County and was on the Sonoma County Board of Supervisors, Mr. Williams mentioned that
25 any funding the State could provide through his abilities to SCWA indirectly benefits the District.

26 Mr. Williams additionally stated that the regional reservoir levels are high, including Stafford
27 Lake. Stafford began spilling on January 9, 2023 for the first time since 2019 and is currently spilling
28 due to residual runoff. Lake Mendocino reached water supply pool, which is approximately 80,000
29 acre-feet (af) on January 11 but is now approx. 90,000 af and is actually undergoing some releases
30 so the Army Corps of Engineers can manage the flood control of that storage. Lake Sonoma has
31 gone from 98,000 af just after Christmas to over 229,000 af as of January 17, which is about 92%

1 supply. In comparing Lake Sonoma to Stafford, while it was raining, the average increase of volume
2 in Lake Sonoma was equal to two Stafford Lakes per day worth of volume. Marin Municipal Water
3 District has reported that their Kent Lake rain gage hit the 28-inch threshold before April 1, 2023,
4 which determines if it is a dry year or normal year for Lagunitas Creek watershed. As of Jan 13, it
5 had exceeded 28 inches at Kent Lake so we will officially be in a normal year in the spring which
6 dictates how we deal with our customers from a water conservation standpoint and how MMWD
7 manages the dam as far as flows in Lagunitas Creek.

8 Director Petterle asked if we could possibly cut back on some of the customer drought
9 controls. Mr. Williams responded that we will be looking at which restrictions that be adjusted in the
10 future.

11 Director Joly inquired about Lake Sonoma, he mentioned that 245,000 af is the supply pool,
12 the lake's capacity is more than that. He asked how long that can supply us for and what kind of
13 storage does it afford the District. Mr. Williams responded that the volume above the supply pool is
14 maintained for flood control. He stated that Lake Sonoma likely provides several years of storage
15 for the water contractors but he wasn't able to answer that question exactly at this point in time.

16 **OPEN TIME**

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

19 **STAFF/DIRECTORS REPORTS**

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

22 Ms. Kehoe stated to the Board that after the approval of the Consent calendar, Eileen
23 Mulliner would be taking over the meeting as the newly appointed District Secretary.

24 **CONSENT CALENDAR**

25 On the motion of Director Petterle and seconded by Director Joly the Board approved the
26 following items on the consent calendar by the following vote:

27 AYES: Director(s) Baker, Fraites, Joly and Petterle

28 NOES: None

29 ABSENT: Director Eichstaedt

30 ABSTAIN: None

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

3 The Board approved Re-Authorizing Meetings by Teleconference of Legislative Bodies of
4 North Marin Water District. Resolution 23-01 will extend the continuation of teleconference
5 meetings effective January 17, 2023 through February 16, 2023 pursuant to Brown Act provisions.

6 **EXECUTIVE ASSISTANT/DISTRICT SECRETARY APPOINTMENT**

7 After the interview process to fill the Executive Assistant/District Secretary vacancy created
8 by Terrie Kehoe's retirement, the Board directed the General Manager to make an offer to the top
9 ranked candidate, Eileen Mulliner. An offer was made and accepted on December 9, 2022 with a
10 tentative start date effective January 1, 2023 to allow time to learn and transition the duties and
11 responsibilities of the position from Terrie Kehoe. It is now time to officially appoint Eileen Mulliner
12 as the Executive Assistant/District Secretary effective January 17, 2023.

13 The Board approved the appointment of Eileen Mulliner to the Executive Assistant / District
14 Secretary position.

15 **ACTION CALENDAR**

16 **RESOLUTION OF APPRECIATION FOR STEVE RUPP**

17 Steve Rupp retired on December 30, 2022 after 30 years of employment with the North
18 Marin Water District. The Resolution of Appreciation conveys appreciation for Steve's many years of
19 dedicated service to the District.

20 President Fraites read Mr. Rupp's Resolution of Appreciation.

21 On the motion of Director Joly and seconded by Director Baker, the Board approved the
22 Resolution of Appreciation for Steve Rupp by the following vote:

23 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle

24 NOES: None

25 ABSENT: Director Eichstaedt

26 ABSTAIN: None

27 **RESOLUTION OF APPRECIATION FOR TERRIE KEHOE**

28 Terrie Kehoe is retiring on February 3, 2023 after over 35 years of employment with the
29 North Marin Water District. Terrie has served in multiple positions culminating with the appointment
30 by the Board as District Secretary in 2018. Terrie has carefully coordinated and prepared the
31 agendas for, participated in, and prepared minutes for over 130 Board meetings since becoming

1 District Secretary, and the January 17, 2023 meeting likely represents her last one. It is appropriate
2 to convey appreciation for Terrie's service to the District and adopt the Resolution of Appreciation.

3 President Fraites read Ms. Kehoe's Resolution of Appreciation.

4 The Board expressed their thanks to Terrie for all her hard work and how much they
5 appreciated her help with all their requests and that they enjoyed her sense of humor and wished
6 her a very happy retirement. Mr. Williams stated that she attended 130 Board meetings during her
7 time as District Secretary. He said how helpful she has been and that she is such a pleasure to
8 work with and that he is going to really miss her.

9 Ms. Kehoe thanked the Board for their kind words, thanked staff and the Board for all the
10 opportunities given to her over the years and expressed to the Board how much she enjoyed
11 working at the District and that she will greatly miss everyone but is looking forward to the next
12 chapter in her life.

13 On the motion of Director Petterle and seconded by Director Joly, the Board approved the
14 Resolution of Appreciation for Terrie Kehoe by the following vote:

15 AYES: Director(s) Baker, Fraites, Joly and Petterle

16 NOES: None

17 ABSENT: Director Eichstaedt

18 ABSTAIN: None

19 **INFORMATION ITEMS**

20 **ITEM PULLED OLD RANCH ROAD TANK NO. 2 PROJECT – FINAL PROJECT UPDATE**

21 **BOARD OF DIRECTORS MEETING FORMAT UPDATE**

22 Mr. Williams informed the Board that the District is approaching the end of virtual meetings
23 as all indication are that Governor Newsom will most likely lift the emergency order by the end of
24 February. The two upcoming February Board meetings will be virtual but we will be transitioning to
25 in-person meeting commencing with the first Board meeting in March, 2023. We can do hybrid
26 meetings, with the public attending virtually, but that can be discussed at a later date. Mr. Williams
27 also brought up the concept of an earlier start time for the Board meetings as previously mentioned
28 in December, but that can be brought to a future meeting to change.

29 Director Baker stated that he was looking at the proposed seating arrangement and asked if
30 we were trying to stay 6 feet apart, and said that he would prefer to have the Directors stay in a line
31 as they were in the past, when we were holding meetings in-person. Mr. Williams stated that we

1 could do the same set up as before, however Director Petterle asked if we could use a modified half
2 circle set up and Mr. Williams responded that this was possible. Director Petterle stated that
3 although he doesn't think they need to have 6 feet between each of them, that he would like more
4 distance between each of them than they did when last meeting was in person.

5 Director Joly asked if the Board was having less meetings during the year and Mr. Williams
6 responded that we are having the same number of meetings as in prior years however a couple of
7 the meetings are listed as tentative.

8 President Fraites stated that the first meeting in March will be in person. He also stated that
9 he is in agreement with a meeting start date for 4:00 pm as well.

10 **TECHNICAL ADVISORY COMMITTEE MEETING – DECEMBER 5, 2022**

11 Mr. Williams provided the draft minutes for the Technical Advisory Committee Meeting held
12 on December 5, 2022. He noted that regarding the Potter Valley project, the minutes mention a
13 special Water Advisory Committee (WAC) that Director Baker is a member of, and that a WAC
14 sponsored letter was sent to the Regulatory Committee regarding PGE's surrender. Mr. Williams
15 stated that he will bring more information actions the agency is taking in the future.

16 Director Baker asked if the General Manager could give an update at a future meeting, lake
17 by lake, in regards to lakes that benefit the District.

18 **MISCELLANEOUS**

19 The Board received the following miscellaneous items: Disbursements - Dated December
20 22, December 29, 2022, January 5, and January 12, 2023, Proof of Publication, and Notice of
21 Salinity Intrusion 12/22/22, Monthly Progress Report, U.S. Seasonal Drought Outlook – Consistency
22 adjustment based on Monthly Drought Outlook for January 2023, Increase in Director's
23 Compensation, Annual Report on Board Compensation, Marin IJ – Willard H. Stanfield (Stan) –
24 Obituary.

25 The Board also received the following news articles: Revamped water board looks at supply
26 options – MARIN MUNICIPAL, Marin's housing mandate muddle – MAJOR RESERVATIONS, A
27 look back at notable local residents who died in 2022 – MARIN MEMORIAM, Increase in COVID
28 reported in Marin – HEALTH OFFICIALS, – West Marin – Water district to hold event on well project
29 – IN YOUR TOWN, Storms boost reservoir supply to near capacity – MARIN COUNTY, Emergency
30 declared for Marin over storms – BOARD OF SUPERVISORS, NOAA: Ian, drought supercharged
31 US weather extremes in 2022 – CLIMATE.

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1 The Board received the following Social Media Posts: NMWD Web and Social Media Report
2 – December 2022.

3 **ADJOURNMENT**

4 President Fraites adjourned the meeting at 6:50 p.m.

5 Submitted by

6 

7
8 Eileen Mulliner
9 District Secretary
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