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**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
May 16, 2023**

CALL TO ORDER

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 4:00 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Michael Joly, and Stephen Petterle. Director Ken Eichstaedt was absent. Also present were General Manager Tony Williams, District Secretary Eileen Mulliner, Auditor-Controller Julie Blue and AGM/Chief Engineer Eric Miller.

District employees Chris Kehoe (Construction Superintendent), Robert Clark (Operations and Maintenance Supervisor) and Jeff Corda (Senior Distribution & Treat Plant Operator) were also in attendance.

MINUTES

On motion of Director Baker, seconded by Director Joly, the Board approved the minutes from the May 2, 2023 meeting as presented by the following vote:

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

NOES: None

ABSENT: Director Eichstaedt

ABSTAIN: None

GENERAL MANAGER'S REPORT

During the General Manager's report, Mr. Williams summarized meetings he attended. On May 4, Mr. Williams attended the last in a series of drought meetings between Marin and Sonoma Counties. This meeting was attended by Supervisors Dennis Rodoni and David Rabbitt (Sonoma County), Stefan Parnay (Marin County Ag.), David Lewis (UC Extension), Andrew Smith (Sonoma County Ag.), Ben Horenstein (Marin Water), Grant Davis (Sonoma Water) and Mr. Williams. These drought meetings will potentially move to a six-month rotation. Mr. Williams noted how the agricultural community had done a lot for drought resiliency last year. Mr. Williams also attended the Water Supplier Caucus on May 4. This is related to the Potter Valley Project (PVP) and the associated Russian River Water Forum. The meeting focused on the information that TAC (Technical Advisory Committee) members would need to know in preparation for the first meeting of the Russian River Water Forum, which is a much broader group comprised of stakeholders related to the PVP. Mr. Williams will report back to the Board once the meeting has taken place. Finally, Mr. Williams and Eric Miller met with Ben Horenstein and Paul Sellier to discuss what Marin Water plans for their water supply strategy. Mr. Williams invited Mr. Horenstein to present their water supply roadmap to the NMWD Board.

1 **OPEN TIME**

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

4 **STAFF/DIRECTORS REPORTS**

5 President Fraites asked if staff or Directors wished to bring up an item not on the agenda.

6 Eric Miller gave a brief update on a NMWD Capital Improvement Project (CIP), the Oceana
7 Marin Treatment Plant Ponds. He said that we have a FEMA grant but it only funded approximately
8 50% of the project. We requested an increase and they approved the additional grant amount of
9 \$585,367.50 for a new total of \$1.478M. This will allow the District to move forward with the project.
10 Director Joly asked what the estimated project cost is and Mr. Miller responded that the original
11 construction estimate was \$900,000. However, after the design was completed, the estimate
12 doubled.

13 Jeff Corda joined the meeting.

14 **CONSENT CALENDAR**

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

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

18 NOES: None

19 ABSENT: Director Eichstaedt

20 ABSTAIN: None

21 **ESA CONSULTING SERVICES AGREEMENT AMENDMENT 3 – BIOLOGICAL MONITORING**

22 **SERVICES FOR NEW GALLAGHER WELL NO. 2 PERMIT CONDITIONS**

23 ESA was approved to provide permitting services to prepare an addendum to the 2009
24 Gallagher Wells and Pipeline Project Initial Study in October 2020. An amendment was approved in
25 April 2021 for additional efforts including assistance with the Marin County Local Coastal Permit. A
26 second amendment was approved in May 2021 for mitigation measures for the project. A third
27 amendment in the amount of \$29,775 is requested for ESA to provide biological monitoring services
28 for the New Gallagher Well No. 2 permit conditions.

29 **AMEND CONTRACT FOR ON-CALL PAINTING AND COATING SERVICES – REDWOOD**

30 **PAINTING, INC.**

31 In July 2021, the Board authorized an agreement with Redwood Painting, Inc. (RPI) to
32 provide on-call painting and coating services for the District. Subsequently, two projects at Stafford
33 Treatment Plant (STP) required RPI's services. Since then, two new coating projects have been

1 identified at STP; Coating of 3 Filter Basins and Coating Walls of the Chlorine Building. An
2 amendment is requested to the original RPI contract in the amount of \$250,000.

3 **INFORMATION ITEMS**

4 **QUARTERLY FINANCIAL STATEMENT – MARCH 31, 2023**

5 Julie Blue gave an overview of the Quarterly Financial Statement (March 31, 2023) to the
6 Board. She noted that operating revenues had increased and expenditures were about 3% higher
7 than the previous fiscal year. STP has produced 316MG, the budget is 500MG. The recycled water
8 consumption was lower and expenses slightly higher compared to last year, which was a net loss of
9 \$89,000. West Marin's operation revenue was down and Oceana Marin's revenue had increased
10 5% from the previous year. Director Joly asked about the impact of reduced connection fee
11 revenue. Ms. Blue that she will look into it. Director Joly also asked about Deer Island Recycled
12 Water Facility. Ms. Blue said that it operates about 6 weeks out of the year and that we will have to
13 operate it until 2027 per a state loan requirement.

14 **ADMINISTRATION & LABORATORY UPGRADE PROJECT – CONSTRUCTION UPDATE**

15 Eric Miller gave a presentation on the construction status for the Administration & Laboratory
16 Upgrade Project. He said that the window frames and windows will be installed during the week of
17 May 15, 2023. The slab for the Laboratory building has been poured. To date, there were 40 rain
18 days which caused major construction delays. Director Joly asked why the slab was poured so late.
19 Mr. Miller responded that the initial delay was due to contractor delay including a change in the
20 construction superintendent but there were also weather delays early in the project. Mr. Miller noted
21 that the project is currently approximately 5 months behind schedule. 25 work days have been
22 added to the duration due to weather. There has been some discussion with the contractor
23 regarding the hours worked each day. A question was raised as to whether this is any type of
24 security on the premises. Mr. Miller said that we do have cameras on-site, however if anything is
25 damaged or stolen the contractor is responsible. Director Joly asked about the condition of Rush
26 Creek Place. Mr. Williams responded that NMWD has met with the City of Novato and they agreed
27 to put it on their CIP list to re-pave the roadway.

28 **ANNUAL WATER SUPPLY AND DEMAND ASSESSMENT**

29 Mr. Williams explained that there has been a lot of coordination with Sonoma Water (SW)
30 and the water contractors inform SW what their water demands are and SW responds with the
31 available water supply. Director Joly asked how much is NMWD currently putting through the
32 aqueduct. Robert Clark responded that there should be approximately 19MG a day starting on May
33 17. Jeff Corda added that the water quality is good from STP and so far this year we have produced
34 about the same volume as last year. Mr. Williams added that the lake is still very full. Director

1 Baker asked about the status of the landslide repair and Mr. Williams said that Caltrans is still
2 committed to repairing the roadway later this summer.

3 **INSPECTION OF THE STAFFORD TREATMENT PLANT'S RISK MANAGEMENT PLAN**

4 Robert Clark stated to the Board that nearly 800 staff hours have been expended in
5 preparing the documents and information that the Environmental Protection Agency (EPA)
6 requested. All operators were present for the site inspection that was conducted by the EPA earlier.
7 Director Petterle asked about a situation several years ago regarding a gas cylinder gasket and the
8 gas was exhausted. Director Joly asked if the cylinders were now safely secured in the event of an
9 earthquake and Mr. Clark responded that they are.

10 **NBWA MEETING – MAY 5, 2023**

11 Director Fraites attended the May 5, 2023 North Bay Watershed Association (NBWA)
12 meeting. Director Fraites said that it was mainly internal business that was discussed. He
13 mentioned that the website will be re-designed. He also noted that they discussed adding Solano
14 County to the association as NBWA would like to expand their presence in the North Bay.

15 **MISCELLANEOUS**

16 The Board received the following miscellaneous items: Disbursements Dated May 5, and
17 May 11, 2023, North Marin Aqueduct – Redwood Blvd Landside Status – 4-28-23, Monthly Progress
18 Report, FY 23/24 Insurance Renewal.

19 The Board also received the following news articles: Marin IJ – Water-wise gardening – UC
20 MARIN MASTER GARDENER, Agencies plan massive wildfire buffer in Novato – PROTECTION
21 PROJECT, MMWD settles lawsuit over fee – LONG LEGAL FIGHT, and Bid rate increases to pay for
22 water supply projects – MARIN MUNICIPAL.

23 The Board also received the NMWD Web and Social Media Report – April, 2023

24 **ADJOURNMENT**

25 President Fraites adjourned the meeting at 5:15 p.m.

26 Submitted by
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30 Eileen Mulliner
31 District Secretary
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