

1 **NORTH MARIN WATER DISTRICT**  
2 **MINUTES OF SPECIAL MEETING**  
3 **OF THE BOARD OF DIRECTORS**  
4 January 9, 2024

5 **CALL TO ORDER**

6 President Baker called the regular meeting of the Board of Directors of North Marin Water  
7 District to order at 4:01 p.m. at the District Headquarters and the agenda was accepted as  
8 presented. Present were Directors Jack Baker, Ken Eichstaedt, Rick Fraites, Michael Joly, and  
9 Stephen Petterle. Also present were General Manager Tony Williams, District Secretary Eileen  
10 Mulliner, Assistant General Manager/Chief Engineer Eric Miller, and Auditor-Controller Julie Blue.

11 District employees Chris Kehoe, Construction/Maintenance Superintendent, Jeff Corda, Sr.  
12 Water Distribution and Treatment Plant Operator, Karen Clyde, HR/Safety Manager, and Stacie  
13 Goodpaster, Sr. Chemist, were also in attendance.

14 **MINUTES**

15 On motion of Director Petterle, seconded by Director Eichstaedt, the Board approved the  
16 minutes from the December 19, 2023 regular meeting as presented by the following vote:

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

18 NOES: None

19 ABSENT: None

20 ABSTAIN: None

21 **OPEN TIME**

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

24 **INFORMATION ITEMS**

25 **INITIAL REVIEW – SALARY SCHEDULES AND SUCCESSOR MEMORANDUM OF**  
26 **UNDERSTANDING WITH NMWD EMPLOYEE ASSOCIATION (2023-2028)**

27 Tony Williams gave the Board a brief overview of this agenda item. He said the attachments  
28 include, the markup of the 2018-23 Memorandum of Understanding (MOU) with the negotiated  
29 changes that will be incorporated if approved, as well as the associated new salary schedule that  
30 will be posted on the website once approved. He said the proposed contract is a 4-year and 9-  
31 month duration. The labor negotiations began with a salary survey which was a stipulation in the  
32 2018-23 MOU and the District used an outside consultant to do the salary survey. Director Joly  
33 asked who was the benefits counsel and Mr. Williams said that Boucher Law was used for  
34 assistance but they also brought in separate counsel with expertise in certain areas. Director  
35 Fraites asked about the longevity bonus and if we have always had that benefit and Mr. Williams  
36 said that we have. Eric Miller noted that originally there was only a 25-year and 30-year bonuses,

1 but two additional milestones of 20 and 35 years were added as well as the amounts of the bonuses  
2 were slightly increased.

3 **INITIAL REVIEW – SET SALARY AND TERMS AND CONDITIONS OF EMPLOYMENT FOR**  
4 **UNREPRESENTED EMPLOYEES**

5 Tony Williams gave an overview of this agenda item. He said that in addition to equity  
6 adjustments, compaction issues were also reviewed and adjusted for both the represented and  
7 unrepresented employee positions. Director Joly asked if Covid had any impacts. Mr. Williams said  
8 that, in general, yes, because the District employees were deemed essential employees and that  
9 most of the staff were able to keep working but the interactions amongst staff was more difficult. Mr.  
10 Williams noted a recognition payment of \$1,500 per employee was included in the salary package.  
11 He also mentioned that we are still having supply chain issues from Covid impacts. Mr. Williams  
12 also said, again, that the approved salary schedule will be published on the website, which will  
13 include the unrepresented staff.

14 Director Joly asked about the \$4.9M cost noted in the represented employees and what that  
15 included and Julie Blue answered that it includes salary and benefits and pension costs. Director  
16 Joly also asked what the actual CPI was for 2022 and 2023. Ms. Blue said that we are now using  
17 April instead of August as had been done in the past. Jeff Corda and Eric Miller provided the CPI  
18 information to Ms. Blue who said it was 5.7 for 2022 and 3.4 for 2023 and also that we had a cap of  
19 4.0 for 2022 in the MOU at that time. Director Joly said that he was impressed with 5.75 being the  
20 reopener in the proposed MOU. Director Eichstaedt asked that, after completing the negotiations, if  
21 we have a 'road map' or lessons learned for future negotiations. Mr. Williams said that the proposed  
22 MOU includes both a salary survey, which is a good benchmark tool, as well as a classification  
23 study. A classification study will help us determine if we are defining our work and job descriptions  
24 accurately. Eric Miller noted that we should start studies earlier next time around. Director Joly  
25 asked Jeff Corda, Employee Association Chairman, if he had any comments. Mr. Corda said if  
26 there is familiarity from staff involved it is better and agreed with Mr. Miller that they should start  
27 negotiations earlier in the future. He said they had wanted to reach out to an outside agency  
28 (consultant) on the salary survey but noted that when Julie Blue did the salary survey as part of the  
29 past MOU, she had done a better job. He also said that if NMWD can stay competitive with other  
30 agencies that it will benefit us better in the long run to keep the employees that we have and that as  
31 senior employees leave, we will get good people coming in. Mr. Williams mentioned that prior to  
32 starting on the new 5-year strategic plan, he wants to conduct a staff survey that will provide  
33 information for the plan as well as analyzing if we are organized properly and could there be  
34 changes made to make improvements.

1 **MISCELLANEOUS**

2 The Board received the following miscellaneous items: Disbursements dated December 21,  
3 28, 2023 and January 4, 2024, and NOAA – Three Month Outlook Precipitation Probability.

4 The Board also received the following news article: Marin IJ – City appoints official as interim  
5 manager – NOVATO, Marin IJ – Water plan sought that will deliver in disasters – MARIN  
6 MUNICIPAL, Marin IJ – Efforts expand to save water – NORTH MARIN WATER DISTRICT, and  
7 Marin IJ – Project that supports Marin water supply gets 2M grant – SONOMA AGENCY.

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9 The Board went into recess at 4:27 p.m. before the Closed Session.

10 **CLOSED SESSION**

11 President Baker called the closed session to order at 4:37 p.m. after a ten-minute recess and  
12 the Board discussed Public Employee Performance Evaluation (California Government Code  
13 Section § 54957), Title: General Manager.

14 **OPEN SESSION**

15 Upon returning to regular session at 5:06 p.m., President Baker stated no reportable action  
16 had been taken during Closed Session.

17 **ADJOURNMENT**

18 President Baker adjourned the meeting at 5:07 p.m.

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Submitted by

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Eileen Mulliner  
District Secretary

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