

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
February 4, 2025**

CALL TO ORDER

President Joly 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, Ken Eichstaedt, Rick Fraites, Michael Joly, and Stephen Petterle. Director Eichstaedt was attending via phone, as he was unable to travel to Novato since the roadways from the Point Reyes and Olema area were closed due to severe storm events. Also present were General Manager Tony Williams, District Secretary Eileen Mulliner, Auditor-Controller Julie Blue and AGM/Chief Engineer Eric Miller.

District employee Chris Kehoe, Construction Superintendent, was also in attendance.

President Joly noted that Agenda item #7 was being tabled to a future meeting due severe weather impacting the ability for District counsel to attend and present on this item.

MINUTES

On motion of Director Petterle, seconded by Director Baker, the Board approved the minutes from the January 21, 2025, meeting by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

GENERAL MANAGER'S REPORT

Tony Williams gave a brief update on the Potter Valley Project. He said that PG&E submitted their draft surrender application on January 31 and said he has sent each of the directors a link to the document.

Mr. Williams noted that the County of Marin and other entities have coordinated on the Marin Drought Resiliency Plan. Mr. Williams also said that Supervisor Dennis Rodoni had a meeting recently with the West Marin Water Managers.

Mr. Williams said that he and Fire Chief Bill Tyler did a joint presentation to the Novato City Council at their January 28th meeting, and felt it was well received. He said the recording of the presentation will be posted on our website soon.

Mr. Williams also said that he will be attending the Marin Sonoma Water Managers meeting in Petaluma later this week.

He noted that the West Marin Services Ad hoc Committee will be meeting a second time with Mark Hildebrand regarding the WM Rate Study.

President Joly informed the Board that Item 7, the legal refresher by District legal counsel on

the Public Records Act, Brown Act, and Prop 218, is being deferred to a future meeting due to inclement weather we were currently experiencing and impacts on travel.

OPEN TIME

President Joly 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 Joly asked if there were any staff or director's reports.

Director Petterle said that he recently attended the 65th birthday party for the City of Novato and said it was well attended, including Congressman Huffman, Assemblymember Connolly, and Supervisors Rodoni and Lucan. He noted that Bill Long was named Citizen of the Year and said it was a nice event and was proud to represent the District.

Eric Miller informed the Board that this meeting will be the last Board meeting to be held at 100 Wood Hollow. He said that a temporary occupancy permit from the City is forthcoming, and we plan to hold the February 18th Board meeting at 999 Rush Creek Place. Mr. Williams noted that we will have an open house later in the year and we will bring back more definitive information when available. The District retirees will be invited in addition to the public and various other individuals. President Joly said he noticed the amount remaining on the contractor's contract was shown in the disbursements and asked if we think we will be paying all of it out. Julie Blue said there are some outstanding change orders, and we still have the retention on hand. Mr. Miller said we will be assessing the liquidated damages before final payment is released. President Joly asked when staff will be moving back to Rush Creek and Mr. Miller said it will the end of the week of the 18th, with the District staff will be in the building on February 24, however the building will not be open to the public until sometime in March.

President Joly asked about Ms. Blue about the District transitioning to monthly billing and Ms. Blue had a brief response.

President Joly noted that when he had a water leak recently and he would not have known about it if our leak notification to customers was not in place.

ACTION CALENDAR

APPROVE: APPROVAL OF SALARY, TERMS AND CONDITIONS OF EMPLOYMENT – GENERAL MANAGER

President Joly read aloud a summary of the recommended action in accordance with Government Code section 54953(c)(3). He said the salary increase is effective as of February 16, 2025. He noted that the General Manager, in addition to a salary increase, will also receive a one-time payment for a 3.8% COLA increase retroactive to July 1, 2024, as well as a lump sum payment for performance in the amount of \$5,000. Director Baker said it is well-deserved.

On the motion of Director Petterle, and seconded by Director Fraites, the Board approved the Salary, Terms and Conditions of Employment for the General Manager by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

APPROVE: ON-CALL CONSTRUCTION AND REPAIR SERVICES – TEAM GHILOTTI AND ARGONAUT CONSTRUCTORS

Eric Miller said on-call construction and repair services contracts have been in place for several years, the first contracts having had amendments approved. He said he wanted to go through the process again and issued a Request for Proposal. The contractors chosen are Team Ghilotti, who had been one of the prior on-call contractors under the original contract, and Argonaut Constructors. He said the contracts are for \$1M over a 3-year period, which is like the prior contracts with inflation and include an option to extend the contracts after 3 years. The work done by the contractors will be on a task order basis. These contractors will assist the District when our construction department needs additional help due to accomplish the workload. Director Eichstaedt thanked Mr. Miller for bringing these 2 good contractors on board. He asked if we have their pricing schedules and if we will get their pricing for each task order. Mr. Miller said we do have their rate schedules, and it covers them for all the work requested. Director Eichstaedt also asked if a job is over \$60K, can we ask each of the contractors to provide a bid and Mr. Miller said yes. Mr. Williams noted that we have other contractors on-call for painting and coating needs and Director Petterle noted we also have an on-call paving contractor for our paving needs.

President Joly asked about the backflow situation at Gateway Commons. Mr. Miller said we are working with their HOA and plan to use one or both of the on-call contractors to start with 2 of the buildings at the complex. He said will allow for developing the costs involved with the entire project and then we will be able to work with the HOA to come up with a payment plan. Mr. Williams noted that Valley of the Moon Water District had a similar situation, and we are modeling our approach after their project. President Joly asked what we will do if one of the on-call contractors exceeds their contract amount and Mr. Miller said we will return to the Board and seek approval to increase their contract.

On the motion of Director Eichstaedt, and seconded by Director Baker, the Board approved the On-Call Construction and Repair Services – Team Ghilotti and Argonaut Constructors by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

PRESENTATION ON BROWN ACT, PUBLIC RECORDS ACT, PROP 218 REFRESHER BY BOLD, POLISNER, MADDOW, NELSON, AND JUDSON

This item was deferred to a future meeting as noted by President Joly at the beginning of the meeting.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements - Dated January 23 and 30, 2025, NOAA Three-Month Outlook Precipitation Probability, and NOAA Seasonal Drought Outlook.

The Board received the following newspaper articles: Marin IJ – LA tragedy a call to action for Marin County residents - MARIN VOICE; Sonoma pipeline favored over reservoir expansion – MARIN MUNICIPAL WATER SUPPLY; Water agency details supply, preparations to fight fires – MARIN MUNICIPAL; Marin officials considering options for ranch evictions – POINT REYES RANCHES; and Water regulators deny Trump’s claim – CALIFORNIA

ADJOURNMENT

President Joly adjourned the meeting at 4:50 p.m.

Submitted by



Eileen Mulliner
District Secretary