

NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
December 17, 2013

CALL TO ORDER

President Rodoni called the regular meeting of the Board of Directors of North Marin Water District to order at 7:30 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Stephen Petterle, and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young and Auditor-Controller David Bentley. Chief Engineer Drew McIntyre was absent.

District employees Pablo Ramudo (Water Quality Supervisor) and Robert Clark (Operations/Maintenance Superintendent) were in the audience.

MINUTES

On motion of Director Schoonover, seconded by Director Baker and unanimously carried the Board approved the minutes from the previous meeting as amended.

GENERAL MANAGER'S REPORT

Aqueduct Tie-In

Mr. DeGabriele informed the Board that on Tuesday, December 10th, Ghilotti Construction tied in the Aqueduct Energy Efficiency Project pipeline to the existing North Marin Aqueduct at two locations. He noted that it was a 16 hour operation and it went well. Mr. DeGabriele informed the Board that District crews were onsite to assist as necessary and the pipeline has been pressure tested and will now begin the bacteriological testing before beginning service. Mr. DeGabriele provided the Board with multiple photos of the project. He noted that another aqueduct shutdown and tie-in, north of Birkenstock and south of Olompoli Park, is scheduled just after the first of the year.

Director Baker asked if the bacteriological process has started.

Pablo Ramudo, Water Quality Supervisor, stated that the disinfection has started and the new pipeline will be chlorinated until December 30th and then fresh water will be brought in.

Construction Superintendent

Mr. DeGabriele informed the Board that he appointed Tony Arendell as Doug Moore's successor. He stated that Tony has worked for the District for over 27 years and has held every position in the field to date. He noted that Tony will report to the Chief Engineer and has a list of requirements to complete the transition.

Director Baker asked what job he held prior to this.

Mr. DeGabriele stated that he has been one of the construction foremen since 2005 and is a dedicated employee. He stated that Tony Arendell is interested in relocating to Novato, he currently lives in Petaluma, but Mr. DeGabriele suggested he hold off on moving and concentrate on the transition of the job first.

Water Shortage

Mr. DeGabriele informed the Board that PG&E has received approval to reduce in stream releases out of Lake Pillsbury and reduce diversions into the Russian River. He noted that diversions to the Russian River through the Potter Valley Project are now authorized to drop to 5 cubic feet per second. Mr. DeGabriele advised the Board that Sonoma County Water Agency plans to petition the State Water Resources Control Board to reduce the flows in the Upper Russian River. He stated that SCWA has counted over 2,700 Chinook salmon passing through the Mirabel rubber dam but Steelhead come into the system later in the year.

Mr. DeGabriele advised the Board that SCWA has asked all water contractors to participate in some additional water conservation requirements and Mr. DeGabriele had suggested that the contractors restrict outdoor irrigation with potable water. Mr. DeGabriele stated that the TAC does not want to prohibit irrigation when plants do need water and they are trying to figure out how to convey the message.

Mr. DeGabriele provided a chart comparing rainfall the past two years with rainfall in 1976 and 1977.

Mr. DeGabriele informed the Board that Marin Municipal is authorizing their General Manager to take necessary drought actions if there is no rainfall by April 1st. He stated that MMWD storage is predicted to reach 40,000 AF on April 1st and would then trigger mandatory 25% water conservation.

Mr. DeGabriele stated that the District is assuming Laguintas Creek will have dry year conditions as well and Robert Clark, Maintenance/Operations Superintendent, recommends flushing now and once the flushing program is done in West Marin, staff will start flushing in Novato. He informed the Board that water conservation staff is working with the Sonoma Marin Water Partnership on messaging and the District is going to issue another *WaterLine* newsletter after the 1st of the year.

President Rodoni asked if Mr. DeGabriele was comfortable with the Board of Supervisors not taking action without involving the TAC and WAC.

Mr. DeGabriele stated that the Board of Supervisors will get input from the TAC and that water demand is at its lowest point in the winter months, so outdoor irrigation is really the only issue.

OPEN TIME

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

President Rodoni stated that he has reviewed committee appointments and they will remain the same as the previous year. He encouraged all Directors to take advantage of the alternate when they can.

Director Schoonover thanked staff for an excellent holiday/retirement party for Doug Moore. He stated that it was well attended and staff did a tremendous job.

Director Baker agreed with Director Schoonover regarding the holiday/retirement party and said he had a great time and it was a nice evening seeing familiar faces.

Director Fraites stated he was sorry he couldn't make the party due to an illness.

MONTHLY PROGRESS REPORT

Mr. DeGabriele provided the Board with the Monthly Progress Report for November. He stated that the water production in Novato and West Marin was up significantly compared to last November. He advised the Board that the increased water use is directly attributed to rainfall, as last November the District had received 8.5" of rain, whereas through November 2013, only 1.5" has been recorded. The Board was informed that Recycled Water customers continue to receive some water and Stafford Treatment Plant remains available as an emergency supply, especially during the aqueduct shut downs.

Mr. DeGabriele advised the Board that Oceana Marin is in really good shape going into winter. He stated that District staff has worked 173 days through the end of November without a lost time accident or injury and that complaints are down considerably in November and year to date. He noted that that staff prepared a summary memo on the freeze that occurred a week ago, stating that there were 240 call outs from customers to assist with frozen pipes on their side of the meter.

Mr. Bentley provided the Board with the Monthly Report of Investments. He stated that the District currently has \$16.1M in the bank and is earning 0.35% interest.

President Rodoni stated that he heard Bio Marin was leaving Novato and asked Mr. Bentley if the agreement with the company was paid in full.

Mr. Bentley responded that Bio Marin had paid upfront for the agreement.

CONSENT CALENDAR

On the motion of Director Petterle, seconded by Director Schoonover and unanimously carried, the following item were approved on the consent calendar:

DUMP TRUCK REPLACEMENT AUTHORIZATION

The Board authorized staff to solicit bids for the purchase of a new 2014 model year dump truck to replace truck #55, which was purchased in 2008. Truck #55 engine recently failed and it's not cost effective to make the necessary repairs.

INFORMATION ITEMS

PRESENTATION ON DISTRIBUTION SYSTEM WATER QUALITY MONITORING AND SAMPLE STATIONS

Pablo Ramudo provided a presentation on the Distribution System Water Quality Monitoring and Sample Stations, including the regulations which require monitoring in the distribution system, their sampling requirements and a description of the District's network of dedicated sample stations including a map of their locations within different hydraulic zones.

Mr. Ramudo discussed the Total Coliform Rule stating that the purpose of this rule is to protect public health by ensuring integrity of the drinking water distribution system and monitoring for the presence of microbial contamination. He stated that the District must collect 70 samples a month, although normally between 75 and 95 samples are collected per month from 56 sample stations.

Director Baker asked how the staff decides certain locations for sample sites.

Mr. Ramudo responded that there are guidelines on how to pick sample sites making sure to sample widely where an average of the population is and that it is required to sample from each hydraulic zone.

Mr. Ramudo stated that of 56 sample sites for total coliform rule in the Novato system, 52 are dedicated sample stations and an additional 17 sample stations exist through the distribution system. He noted that of 7 sample sites for the total coliform rule in the Point Reyes system, 4 are dedicated sample stations. Mr. Ramudo informed the Board that dedicated sample stations greatly

reduce risk of false positive results due to sampling error and contamination and it also reduces the District's liability for potential damage to customer's property.

Director Baker asked with the new frontage road on HWY 101 if the sample stations will be accessed from a safer location.

Mr. Ramudo stated that there are a couple of stations along HWY 101 that will be easily accessible from the frontage road making it safer for employees.

President Rodoni asked what the cost of a sample station was.

Mr. Ramudo replied about \$3K and the District has budgeted six new sample stations every two years.

MISCELLANEOUS

The Board received the following miscellaneous information: Disbursements, Freeze Summary, and Board of Supervisors Letter.

The Board also received the following news articles: Heroes of Marin: Dietrich Stroeh, Environmental Stewardship, Update: Marin-Sonoma Narrows widening, Part 2, PG&E seeks reduction in releases to Eel River due to drought, Supervisor Kinsey elected head of state Coastal Commission, Sonoma County seeks state's OK to cut Russian River water releases, and Willits contemplates stricter water restrictions.

ADJOURNMENT

President Rodoni adjourned the meeting at 8:18 p.m.

Submitted by

A handwritten signature in black ink, appearing to read 'Katie Young', with a stylized flourish at the end.

Katie Young
District Secretary