

NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
August 15, 2017

CALL TO ORDER

President Petterle called the regular meeting of the Board of Directors of North Marin Water District to order at 7:00 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. Also present were General Manager Drew McIntyre, District Secretary Katie Young, Chief Engineer Rocky Vogler and Auditor-Controller David Bentley.

Novato Residents Gary Butler and Brigid Flagerman, District employees Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

MINUTES

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

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

GENERAL MANAGER'S REPORT

Board Vacancy

Mr. McIntyre advised the Board that an email was sent to all Board members with the four candidates letter of interest to review for the special meeting on Tuesday, August 22nd at 6 p.m. He stated that an agenda packet would be available Friday and that the format will be similar to the candidate interview and selection process utilized in the January appointment.

Assistant Auditor-Controller position

Mr. McIntyre informed the Board that there will be a panel interview Thursday for the Assistant Auditor-Controller position. He advised that resumes were reviewed by a panel of four and David Bentley and Dianne Landeros subsequently interviewed eight candidates and narrowed it down to three for the panel interview. He stated that Mike Gossman from SCWA has agreed to participate in the panel interview.

Director Baker asked who was participating in the panel interview. Mr. McIntyre responded that Rocky Vogler, Katie Young, Robert Clark, himself, the Sr. Accountants and the Consumer Services Supervisor will participate.

SCWA General Manager

Mr. McIntyre informed the Board that he distributed a news article about Mike Thompson becoming the Interim General Manager for Sonoma County Water Agency. He advised that Mr. Thompson is an Assistant GM and has been at SCWA for over 22 years. He stated that SCWA plans to conduct a national search for a permanent General Manager.

OPEN TIME

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

Mr. Vogler gave praise to the construction crew for their work on the pipeline that broke on top of Summit Lane and Crest Road. He said that the crew has been working diligently on repairs and the installation was on a hillside with tricky conditions and high grass. He stated that the crew from start to finish showed true professionalism..

Director Joly inquired about the update on the Wild Horse Tank intrusion. Mr. Clark stated that there were deadbolts put on the tank and 200 signs have been ordered to advise people that tampering with a water system is a federal code violation including imprisonment and monetary fines. He noted that the signs will be placed at all of the entrance to the tank sites, pump stations, any gated access and potentially on the hatches themselves.

Director Joly asked if there were signs at Stafford Lake. Mr. Clark stated that there are several signs posted and more will be added.

MONTHLY PROGRESS

Mr. McIntyre provided the Board with the Monthly Progress Report for July. He stated that water production is up 7% compared to one year, West Marin is up 19% and Recycled Water production is essentially the same as last year. Mr. McIntyre stated that the overall water supply storage is good with Sonoma Lake at 94%, Lake Mendocino's is at 114% and Stafford Lake at 61%. He stated that staff had gone over 300 days without a lost time accident until a wasp sting occurred , restarting the lost time count. Mr. McIntyre advised the Board that the Summary of Complaints and Service Orders for July were tracking similar to last year.

Mr. Bentley provided the Board with the Monthly Report of Investments stating that the District's cash balance increased by \$257K and the weighted average portfolio rate was 1%.

CONSENT CALENDAR

On the motion of Director Fraites, seconded by Director Baker the Board approved the following items on the consent calendar by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

LETTER RESPONSE TO THE MARIN CIVIL GRAND JURY MARIN'S RETIREMENT HEALTH CARE BENEFITS: THE MONEY STILL ISNT THERE

The Board approved the proposed responses to the Marin County Civil Grand Jury Retirement Health Care Benefits Report.

ADVERTISEMENT FOR RECYCLED WATER CENTRAL – ON-SITE PRIVATE RETROFITS

The Board authorized bid advertisement of the Recycled Water Central Service Area - On-Site Private Retrofit Construction Project. The estimated cost is \$488,000.

NORTH BAY WATER REUSE AUTHORITY FOURTH AMENDED MEMORANDUM OF UNDERSTANDING

The member agencies received an initial draft of the Fourth Amended MOU at the May 22, 2017 NBWRA meeting. Between then and July 17, 2017 member agency staff and attorneys (including NMWD's legal counsel) reviewed the MOU and made various minor language changes. The Board authorized approval of the North Bay Water Reuse Authority Fourth Amended Memorandum of Understanding (MOU), and authorized the Board President to sign the MOU.

ACTION CALENDAR

SAN MATEO TANK REHABILITATION- AWARD CONSTRUCTION CONTRACT (FARR CONSTRUCTION)

Mr. Vogler advised the Board that the 5 million gallon San Mateo Tank Rehabilitation Project includes: (1) complete interior/exterior re-coating, (2) installation of a new mixing system, (3) miscellaneous improvements such as overflow piping modification to comply with current AWWA guidelines and (4) roof repair to straighten rafters. He reminded the Board that they authorized a bid advertisement for the project on June 20, 2017. Mr. Vogler advised the Board that the Engineer's Estimate was \$1,600,000. He stated that staff received five bids, four of which were extremely close. Mr. Vogler informed the Board that Farr Construction, of Sparks, Nevada, submitted the lowest responsive bid of \$1,725,400 which is \$125,400 above the Engineer's construction cost estimate. He noted that the bid is \$4,880 below the next lowest bidder. He advised that a bid evaluation was performed by the District staff. Mr. Vogler advised that Farr Construction is new to the District but

reference checks showed that Farr has performed tank recoating work similar to the project at hand and their work has been satisfactory to the clients.

Mr. McIntyre acknowledged Mr. Vogler and the engineering staff regarding the close, competitive that the bids. He stated that it's a testament that the contract documents are clear and concise with minimal ambiguity.

On motion of Director Frites, seconded by Director Baker, the Board approved award of the contract to Farr Construction, authorized the General Manager to execute an agreement with Farr Construction for \$1,725,400 and set aside a contingency reserve of \$90,000 by the following vote:

AYES: Director Baker, Frites, Joly, and Petterle

NOES: None

THIRD PARTY COATING INSPECTION FOR SAN MATEO TANK REHABILITATION PROJECT – AWARD CONTRACT (D.B. GAYA CONSULTING LLC)

Mr. Vogler advised the Board that the San Mateo Tank Rehabilitation Project includes lead based coating removal and complete re-coating of the tank interior and exterior. He stated that the scope of work includes but is not limited to inspecting coating removal, conducting surface assessment prior to re-coating, overseeing the surface preparation, monitoring coating product mixing, inspecting the application, documenting all daily tasks performed, and verifying that work follows contract specifications. Mr. Vogler advised the Board that the District solicited Request for Proposals from six firms experienced with protective coating inspections and five firms submitted proposals based on a time and materials basis. He informed the Board that D.B. Gaya was not the absolute lowest fee proposal but came only \$840 above the lowest cost proposal. He noted that with Gaya's relevant experience and close proximity, staff felt the firm was the best candidate to do the work.

On motion of Director Frites, seconded by Director Baker, the Board authorized the General Manager to execute an agreement with DB Gaya Consulting LLC for coating inspection services on a time and expense basis with a not to exceed limit of \$45,900 plus an approved contingency reserve of \$5,000 by the following vote:

AYES: Director Baker, Frites, Joly, and Petterle

NOES: None

OPPOSITION TO SB 623 (MONNING) SAFE AND AFFORDABLE DRINKING WATER BILL

Mr. McIntyre advised the Board that Senator William Monning has introduced SB 623 as a mechanism to fund safe drinking water solutions for disadvantage communities. He stated that this legislation is expected to be amended soon to include a tax on residential water bills as a funding source. He noted that while the District agrees with the goal of assisting disadvantaged communities that do not have safe drinking water, SB 623 has several fundamental flaws related to funding categories, eligibility and state water board authority. Mr. McIntyre recommends taking an oppose position on SB 623.

On motion of Director Fraites, seconded by Director Baker, the Board authorized President Petterle to execute the SB 623 opposition letter by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

INFORMATION ITEMS

SCRAP METAL RECEIPTS

The Board received a memo regarding the sale of scrap aluminum, copper, iron, and brass to recyclers of metal materials. The total amount sold in Fiscal Year 17 is \$4,717.30.

MISCELLANEOUS

The Board received the following miscellaneous information: Disbursements, Sonoma Marin Saving Water Partnership letter to Senator Robert Hertzberg re Comments on Legislation Necessary to Help with “Making Water Conservation a California Way of Life” and Working Group on Preservation and Conversion of the Pt. Reyes Coast Guard Facility to permanently affordable homes.

The Board received the following news articles: Marin, other U.S. water supplies targeted by advocacy group over safety, Salinity Intrusion Notice (Pt. Reyes Light) and NMWD Board Vacancy Notice.

The Board also received the following news article at the meeting: Sonoma County supervisors appoint interim Water Agency General Manager.

ADJOURNMENT

President Petterle adjourned the meeting at 7:27 p.m.

Submitted by

A handwritten signature in black ink, appearing to read "Katie Young". The signature is fluid and cursive, with the first name "Katie" written in a larger, more prominent script than the last name "Young".

Katie Young
District Secretary