

**Humboldt Bay Municipal Water
District 828 7th Street, Eureka**



Minutes for Regular Meeting of the Board of Directors

October 10, 2024

9:00 am

1. ROLL CALL

President Fuller called the meeting to order at 9:00 am. Director Rupp conducted the roll call. Directors Fuller, Lindberg, Wheeler, and Woo were present. Director Rupp attended via Zoom. General Manager John Friedenbach, Superintendent Dale Davidson, Business Manager Chris Harris, and Board Secretary Contessa Dickson were present. District Engineer Nate Stevens was present for a portion of the meeting.

2. FLAG SALUTE

President Fuller led the flag salute.

3. ACCEPT AGENDA

ACTION: Motion to accept Agenda

Maker: Director Lindberg Second: Director Woo Vote: 5-0 to approve by roll call vote.

4. PUBLIC COMMENT

No public comment was received.

5. MINUTES

a. September 4, 2024, Special Board Meeting Minutes

ACTION: Motion to approve September 4, 2024, Special Board meeting minutes

Maker: Director Lindberg Second: Director Wheeler Vote: 5-0 to approve by roll call vote.

b. September 12, 2024, Regular Board Meeting Minutes

ACTION: Motion to approve September 12, 2024, Regular Board meeting minutes

Maker: Director Lindberg Second: Director Wheeler Vote: 5-0 to approve with edits by roll call vote.

Director Woo noted two edits, add Rancheria after Blue Lake to item 8.2 and add Director Woo recused herself to item 8.3.

c. September 19, 2024, Special Board Meeting Minutes

ACTION: Motion to approve September 19, 2024, Special Board meeting minutes

Maker: Director Woo Second: Director Lindberg Vote: 5-0 to approve by roll call vote.

6. CONSENT AGENDA

ACTION: Motion to approve Consent Agenda

Maker: Director Woo Second: Director Lindberg Vote: 5-0 to approve by roll call vote.

7. CORRESPONDENCE

a. Notice of Executed agreement for 2024 Quagga & Zebra Mussel Infestation Prevention Grant

Non Action item

Mr. Friedenbach shared the District was notified that the 2024 Quagga & Zebra Mussel Infestation Prevention grant application was approved. These grant funds will be used to restore electricity to the lake access gate mechanism located at Old Ruth.

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8. CONTINUING BUSINESS

a. College & Career Expo

Non Action item

Mr. Davidsen reported on his attendance at the College & Career Expo held at College of the Redwoods on September 24th. He stated the event was well attended.

b. GM recruitment-pursuant to Government Code- GOV § 54957

Closed session was conducted from 1:30 pm to 1:58 pm. The Board returned to open session. Director Fuller announced there was no reportable action.

c. Conference with Legal Counsel - Existing Litigation: pursuant to paragraph (1) of subdivision (d) of § 54956.9 (Van Duzen) Case #CV2201489

Closed session was conducted from 11:31 am to 12:11 pm with counsel William Blakemore. The Board returned to open session. Director Fuller announced there was no reportable action.

d. National Public Lands Day

Non Action item

Mr. Friedenbach attended the National Public Lands Day clean-up on September 28th at Ruth Lake. He noted the trash amount seems to be decreasing from past years clean up events. 2300 pounds of trash was collected during this year's clean-up. The District's \$500 support of this event was used to pay for the trash dump fee.

e. Chapter 6 HBMWD Trinity Annex

Non Action item

Mr. Friedenbach outlined the history of participation of the HBMWD Annex in the Trinity County Hazard Mitigation Grant Program (LHMP). The District has Annexes in both the Humboldt County and Trinity County LHMP's. Trinity County is in the process of updating their LHMP. District staff are actively working to ensure that the Annex meets the necessary standards for inclusion in Trinity County's revised LHMP.

8.1 Water Resource Planning

Non Action item

Mr. Friedenbach shared there was no reportable activity this month.

8.2 McNamara & Peepe

Director Woo recused herself due to a conflict of interest.

a. Status update

i. September monthly summary report

Non Action item

Mr. Friedenbach shared there was no new data from DTSC. There is a quarterly pre-meeting scheduled for October 22nd with the quarterly meeting scheduled for October 25th

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b. Site maps & historical sampling results

Non Action item

These are included for informational purposes.

9. NEW BUSINESS

a. Resolution 2024-07 Annual California Water Professionals Appreciation Week

ACTION: Approve Resolution 2024-07

Maker: Director Rupp **Second:** Director Lindberg **Vote:** 5-0 to approve by roll call vote.

Traditionally the District prepares a resolution during the annual Water week to show appreciation and praise to all District employees. Resolution 2024-07 acknowledges and supports the 7th Annual California Water Professionals Appreciation Week. Director Rupp read Resolution 2024-07 and thanked all District staff for their continuing dedication and hard work at the District. Director Fuller expressed her immense gratitude to all District employees.

b. Resolution 2024-08 Department of Water Resources & Climate Resilience Local Assistance Program

ACTION: Approve Resolution 2024-08

Maker: Director Woo **Second:** Director Lindberg **Vote:** 5-0 to approve by roll call vote.

Mr. Friedenbach reported on a new grant opportunity, Division of Water Resources Climate & Resilience Local Assistance Program. He emphasized that for the District to qualify, it must first draft and adopt a formal resolution. The District hopes to receive grant funds towards essential dredging operations at Ruth Lake. The Board asked some clarifying questions.

c. California Code, GOV § 54956.9 Confer with attorney Meredith Nikkel regarding exposure to litigation by City of Blue Lake (CLOSED SESSION)

Closed session was conducted from 10:00 am to 10:21 am. The Board returned to open session. Director Fuller announced there was no reportable action.

d. Heat Illness Prevention Plan (HIPP)

ACTION: Approve Heat Illness Prevention Plan

Maker: Director Lindberg **Second:** Director Woo **Vote:** 5-0 to approve by roll call vote.

On June 20, 2024, OSHA approved California Code of Regulations, "Heat Illness Prevention Plan in Indoor Places of Employment". Staff recommends the Board directs and authorizes the General Manager to establish, implement and maintain the updated HIPP for the District and adopt the District's HIPP effective immediately.

10. REPORTS (from STAFF)

10.1 Engineering –

a. Samoa Peninsula Waterline Right-of-Way Maintenance Project EIR

Non Action item

The next step in the EIR project is to characterize the mitigation plan and identify potential partners for the mitigation efforts. Staff from GHD are still actively working on this step.

b. Reservoirs Seismic Retrofit Project

i. Revised Match Commitment Letter

ACTION: Approve revised match commitment letter

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Maker: Director Woo **Second:** Director Wheeler **Vote:** 5-0 to approve by roll call vote.

Mr. Stevens reported staff prepared this match commitment letter as a formality to Cal OES. The match commitment letter that was approved and sent to CalOES last month was for 25% of the total grant funding budget requested. Cal OES stated that because the construction costs exceed the available grant budget, they are requesting that the match commitment letter include the difference that HBMWD will be paying in excess of the grant funded portion of the project. Mr. Stevens gave a brief outline of this job and specifics of the project.

Mr. Stevens shared there is another local project for a local agency the District was anticipating being withdrawn from. That project was initially funded under this same disaster declaration. The project has been withdrawn resulting in additional funds available in addition to funds requested to date. As a result, the next steps involve preparing a budget increase request for those funds.

c. Essex Onsite Sodium Hypochlorite Generation Project

Non Action item

The bid package for this project has been finalized and was distributed for bidding on October 1st. A Prebid meeting is set for October 15th. If the timeline proceeds smoothly, staff anticipates presenting a bid award recommendation for the Board's consideration at the regular meeting scheduled for November 14th.

d. Collector Mainline Redundancy

Non Action item

This project is still in FEMA's environmental review for the revised scope of work submitted in October 2023.

e. Matthews Dam Advance Assistance Seismic Stability Project

Non Action item

Mr. Friedenbach shared he received a notification from Congressman Huffman's office indicating that the funding awards will soon be released. Next steps in the process will be to write and publish a request for qualification for engineering services under the grant scope of work.

f. TRF Generator

Non Action item

No update was reported.

g. Status report re: Other engineering work in progress

Non Action item

No update was reported.

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11.2 ACWA

a. Region 1 Event Attendance

ACTION: Approve funding and attendance of directors and appropriate staff of the Region 1 Event

Maker: Director Woo Second: Director Lindberg Vote: 5-0 to approve by roll call vote.

Director Rupp will be attending this event representing the District and the Region 1 Board.

11.3 ACWA – JPIA

Director Rupp provided an overview of the meetings he attended last month, including finance, liability, and Executive Committee meetings.

11.4 Organizations on which HBMWD Serves

a. RCEA:

Non Action item

Director Fuller attended the September RCEA meeting via Zoom. At the meeting the RCEA Board discussed nuclear power allocation from Diablo Canyon.

b. RREDC:

Non Action item

No update reported due to the September 23rd RREDC meeting being canceled.

ADJOURNMENT

The meeting adjourned at 2:05 pm.

Attest:

Michelle Fuller, President

Bruce Rupp, Secretary/Treasurer

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10.2 Financial

a. September 2024 Financial Statement & Vendor Detail Report

ACTION: Motion to approve Financial Statement & Vendor Detail Report in the amount of \$286,513.16.

Maker: Director Rupp Second: Director Lindberg Vote: 5-0 to approve by roll call vote.

Ms. Harris presented the August financial statement & vendor detail report. The General Account balance is \$600,000. The various investments balance is \$14 million. The advanced charges are \$4.5 million with a general reserve of \$5.7 million.

b. Fieldbrook-Glendale contract revenue and Expense Summary

Non Action item

This section is presented for transparency.

10.3 Operations

a. September Operations Report

Non Action item

Mr. Davidsen presented the September operations report with significant updates. He gave a brief history of lake levels for Director Wheeler, the newest Board member's benefit.

11 DIRECTOR REPORTS & DISCUSSION

11.1 a. General – comments or reports from Directors

Non Action item

Director Woo provided a brief overview on her attendance and role as an evaluator during the Emergency Action Plan Tabletop and Functional Exercise the District put on September 23rd. Ms. Harris elaborated on the scenario and structure of the event for the benefit of Board members who were unable to attend. Mr. Friedenbach shared he received an email from the FERC Regional Engineer explaining that their staff was unable to attend due to illness. He further stated that he was informed by our facilitator that the exercise was a success. The Board asked several questions, and a lengthy discussion followed.

b. HBMWD-RLCSD Joint Board Meeting

Non Action item

Director Lindberg discussed the tour of the hydro plant, lake boat tour and joint Board meeting he, Director Rupp, Director Wheeler and other District staff attended. Mr. Friedenbach proposed an idea for enhancing safety on Ruth Lake: a Memorandum of Understanding with the Trinity County Sheriff's Department to secure funding for law enforcement during peak times. The Sheriff's Department recently acquired a grant for a new jet boat. Suggesting their department can possibly provide the existing boat that goes unused docked in the Ruth Lake Marina. To support this initiative, Friedenbach suggested increasing the District's contribution for lake patrol from \$5,000 to \$10,000, potentially shared with the RLCSD's match contribution. Then rotating law enforcement duties among the California Department of Fish and Wildlife, the Trinity County Sheriff's Department, and the Forest Service. The Board agreed and directed staff to move forward in pursuing this arrangement.