

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
828 7th Street, Eureka



Minutes for Meeting of Board of Directors
August 13, 2020

1. ROLL CALL

President Woo called the meeting to order at 9:01 am. The meeting was conducted via Zoom. Director Rupp conducted the roll call. Directors Latt, Lindberg, Rupp and Woo were present. Director Fuller was unable to attend the meeting. General Manager John Friedenbach, Superintendent Dale Davidsen, Business Manager Chris Harris, Tech Manager Dee Dee Simpson-Glenn and Board Secretary Sherrie Sobol were also present. District Engineer Nathan Stevens of GHD was present for a portion of the meeting.

2. FLAG SALUTE

President Woo led the flag salute.

3. ACCEPT AGENDA

On motion by Director Latt, seconded by Director Rupp, the Board voted 3-0 by roll call vote to accept the agenda. Director Lindberg's computer screen was frozen and he was not able to vote.

4. PUBLIC COMMENT

No public comment was received.

5. MINUTES

Minutes of the June 26, 2020 Special Joint Meeting with Ruth Lake CSD

On motion by Director Rupp, seconded by Director Latt, the Board voted 3-0 by roll call vote to approve the minutes. Director Lindberg's screen was still frozen and he was not able to vote.

Minutes of the July 9, 2020 Regular Board Meeting

Director Latt suggested some changes to help clarify the intent in Section 8.8, letter to DTSC and section 9.5 Kirkpatrick property dock request. The Board concurred with the suggested clarification. On motion by Director Rupp, seconded by Director Latt, the Board voted 4-0 by roll call vote to approve the minutes with the clarifications.

6. CONSENT AGENDA

On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 by roll call vote to approve the Consent Agenda.

7. CORRESPONDENCE

7.1 Letter from California Division of Safety of Dams (DSOD) re: dam inundation plan

As a result of the Oroville spillway failure, the California DSOD implemented new regulations requiring dam owners to prepare dam failure inundation maps for the loss of Critical Appurtenance Structures (CAS) of a dam. For the R.W. Matthews dam, the spillway is considered a CAS. Mr. Friedenbach stated staff has corresponded multiple times with DSOD regarding the inappropriateness of this requirement for dam. Our spillway is not configured like Oroville's spillway. The Probable Dam Failure (PFM) concerning a spillway failure at our dam will result in a total loss of the dam. Based on this information, the current inundation maps we have are appropriate and we should not be required to provide a set just for spillway failure. The new requested maps will show minimal flooding and not the full effect of dam failure. Staff explained that since our system is different from Oroville, providing a third set of maps will likely result in confusion to the local emergency responders during a failure event. Our logic was not accepted by DSOD and they continue to demand a new set of inundation maps specific to spillway failure only. Staff received three bids for producing the inundation maps. The lowest bidder was Condor Earth. Staff is requesting the Board authorize staff to enter into a contract with Condor Earth to prepare the required CAS inundation maps to meet the DSOD new regulatory requirement. Also, the cost of \$20,000 to prepare this map set is not included in the current annual budget. In the meantime, funding can be provided from the general reserves

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account. Director Rupp requested clarification that this new regulation is driven by a one-size fits all written policy that in our case is not based on reality and is costing our ratepayers \$20,000. Mr. Friedenbach confirmed this. On motion by Director Rupp, seconded by Director Latt, the Board voted 4-0 by roll call vote to approve entering into a contract with the lowest bidder and authorize a \$20,000 additional project to our current year's budget. Staff will seek funding during the project budget reallocation.

7.2 Letter from US Department of the Interior re: Ma-le'l Dunes potential designation

Mr. Friedenbach shared the letter received from the US Department of the Interior, National Park Service regarding the proposed designation of Lanphere and Ma-le'l Dunes as a National Natural Landmark (NNL). The District has our domestic and industrial pipeline in the area. Having never gone through this process before, he drafted a response letter expressing the District's concerns regarding the proposed designation and how it would impact access to our pipeline, Director Rupp stated it sounds as if this could be quite onerous on the District. He appreciates the response letter from Mr. Friedenbach addressing these concerns. Director Latt pointed out on page two of the letter from the Department of the Interior it states that owners do not give up any rights. Director Lindberg suggested including that language in the letter and confirming we are not giving up any rights. The Board was supportive of the letter being sent.

7.3 Letter from Thomas Law Group to Department of Toxic Substances (DTSC)

President Woo recused herself from the discussion due to an apparent or perceived conflict of interest since the firm she works with has done some work at the McNamara and Peepe site. She was sent to the Zoom waiting room. Mr. Friedenbach discussed the letter sent to the DTSC. The letter addresses the fact that the DTSC has failed to make aggressive remediation a priority, despite the site's proximity to the Mad River, the District's drinking water supply and private wells. The District requested a meeting with DTSC no later than August 31, 2020 to discuss concerns and ensure the DTSC prioritizes aggressive investigation and remediation of the site. Additionally, the District requested the meeting include Deputy Director Grant Cope. Director Rupp stated it was a good letter. Director Latt added that the Mad River Union story by Daniel Mintz on August 12th about the issue was well written. He noted that article stated that in late 2018 the DTSC declared that contaminants in the soil beneath the capped area had seeped into groundwater. Director Latt stated that as early as 2005 the contaminants had been found in the soil beneath the capped area.

Mr. Friedenbach stated DTSC has acknowledged receipt of the letter, but there has been no response yet to the meeting request. He shared the outline of possible DTSC discussion topics and inquired if there any additional comments or suggestions. The Board did not request any changes. Mr. Friedenbach presented several options for Director attendance at the meeting with DTSC. After a brief discussion the Directors agreed the full Board, less President Woo due to her stated conflict of interest, should be present for the discussion.

7.4 Letter from FERC re: Part 12 Report

Mr. Friedenbach shared the letter from FERC regarding the upcoming ninth Part 12D Independent Consultant's Safety Inspection Report for R. W. Matthews Dam. FERC requires a comprehensive analysis of the dam every five years. It costs around \$100,000 to do this report. The same consultant can be used two cycles in a row and Mr. Charles Ahlgren of Cardno agreed to do this again for us. The report is due by November 2021. The geologist we've used in the past is David Lindberg. Since he is now a Board member we will need to find a new one. Mr. Lindberg stated cut slope on the east side is stable with no issues. The minor slip out on the opposite bears watching but is not critical to the operation of the dam.

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8. CONTINUING BUSINESS

8.1 Water Resource Planning

Local Sales, incl. Nordic Aquafarms and Trinidad Rancheria

Mr. Friedenbach stated he has received several support letters for the EDA Grant for rehabilitation of Station 6, including one from Nordic Aquafarms. He noted that the Eureka Chamber of Commerce stated they only do support letters for those who are members. He inquired if the Board would like to consider becoming a member of the Eureka Chamber of Commerce again. Director Rupp stated he was in favor of this. Director Latt stated he has observed a response to his concerns regarding politics, plus they have a new executive director. He will support renewing our membership but will be keeping close watch. Both Director Lindberg and President Woo agree to renew membership with the Eureka Chamber of Commerce. Mr. Friedenbach noted that he negotiated a half-price deal for the District to return.

The Samoa Peninsula Stakeholder Group is moving slow. He continues to work cooperatively and collaboratively with them. They are scheduled to present a status report to the Board of Supervisors, possibly this month, prior to the issuance of the formal written report.

A member of the public (Mr. Marks) stated there is a new CSD on the Peninsula. Danco Builders is adding about 80 affordable houses on the peninsula that will be serviced by the new CSD. New businesses are also moving in to the area. There is a lot happening and he feels the District should be involved. Mr. Friedenbach stated staff is fully engaged with the Harbor District and Danco. Mr. Marks stated there seems to be some confusion with the new CSD regarding their role. They were a fire district and now they are CSD. They do not have good communication or outreach. Director Latt reiterated the District has been extremely involved especially in the formation of the new CSD and has been for some time now with the Harbor District and Danco regarding projects.

Mr. Friedenbach stated staff compiled a list of prior engineering studies regarding a possible water line extension to the Trinidad area and shared them with the Board. He also shared the response letter from the Trinidad Rancheria to our letter dated June 30th. He stated that they requested to provide a presentation. Mr. Zack Brown, Vice Chairman of the Trinidad Rancheria, thanked the Board for allowing time for discussion and comment from them and they look forward to a continued partnership. Ms. Jacque Hostler provided a PowerPoint presentation and discussed their Vision and Mission Statement as well as their Guiding Principles. It is anticipated that approximately 20,000 gallons per day of water will be needed. She stated they understand this could be a five to ten-year project and also the need for transparency. The Rancheria is ready to move forward in a collaborative manner and build on past work by the District, complete a water main line application and mutually negotiate and submit a reasonable deposit after project costs are estimated. President Woo thanked Ms. Hostler and Mr. Brown for the discussion and presentation. Mr. Friedenbach concurred with the next steps presented. A member of the public, Mr. Kenny provided verbal and written comments. Director Rupp stated as a Water District, our job is to provide water and moving ahead with discussion is important. Mr. Kenny raised some issues and we'll have our attorney review the materials provided by Mr. Kenny. Director Latt stated the "deposit" from the Rancheria should be called a retainer as the term deposit is misleading. Bills can be paid from a retainer with a detailed accounting provided. Also, he agrees with Mr. Kenny that government to government talks do not apply here. Staff will go through the typical process of facts. Parts of Mr. Kenny's letter are wrong and misleading. He cautioned HARP about overplaying their hand. Mr. Kenny responded he just wants the process to be conducted in a transparent manner. Ms. Hostler thanked everyone for their time and discussion. She stated everything outlined so far is acceptable and she has nothing to hide. She looks forward to continued discussions with the District.

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Transport

Mr. Friedenbach stated he sent informational letters and term sheet regarding our transport option to California 1st District Congressman Doug La Malfa, and Commissioner for the Bureau of Reclamation, Brenda Burman. Both of them were speakers at the recent ACWA Virtual Conference.

Instream Flow

The Board approved the draft project description at the Special Meeting in May. Prior to bringing the project description to the State Water Resource Control Board, the committee and staff will meet with NMFS and CDFW. The CDFW meeting occurred in July. President Woo reported out on the meeting with NMFS took place yesterday. It was a good meeting overall and the District will work closely with NMFS while updating the Habitat Conservation Plan. Director Rupp inquired if NMFS was a positive participant. President Woo replied yes, they are supportive of our concept.

8.2 Cannabis affecting Mad River Watershed

Mr. Friedenbach shared a couple of articles regarding recent cannabis enforcement in Humboldt County that included a listing of known enforcement actions so far. Director Rupp requested similar information for Trinity County.

8.3 Kirkpatrick property: dock request

At last month's Board meeting, Roger Kirkpatrick verbally requested permission to install a dock on Ruth Lake. Mr. Kirkpatrick is not a lease holder; however, his private property does have a right of way to the lake. Staff has now received a written request from Mr. Kirkpatrick to install a dock at Ruth Lake. Mr. Friedenbach stated staff defers to the Board to make a determination regarding the current request from Mr. Kirkpatrick. Some issues for the Board to consider are: 1) prior history of request for boat dock; 2) setting precedence for allowing non-lease lot holder to have approved dock on Ruth Lake; 3) dam safety. If the Board decides to grant the request, staff recommends it be a one-time exception and non-transferrable to future owners of the property, with removal required upon change of ownership. Mr. Kirkpatrick stated he is okay with removing the dock if the property sells. He stated he is not asking to be treated special and will follow the same rules for lease lot holders. He is also willing to indemnify the District. The Board discussed if the request should be approved or not. Director Latt stated he appreciates that Mr. Kirkpatrick is willing to install a dock that conforms to our requirements. He would be against an agreement if there were no "sunset" clause. A license for ten years with an option to renew could be considered. This would allow the District to ensure compliance. Also, any legal fees would need to be paid by the applicant. The Board continued discussions and Director Rupp stated the Board needs to make a threshold decision of do we consider this at all. Director Latt stated Mr. Kirkpatrick could have his attorney draft a license agreement stating Mr. Kirkpatrick will cover all attorney costs for a license agreement with a term of ten years and option to renew and stating he will follow the same dock requirements as Ruth Lake Leaseholders and that this is a one-time exception; or he could deposit \$3,000 and have District legal counsel draft an agreement. Mr. Kirkpatrick stated he would prefer to have the District legal counsel draft the agreement since he knows the District policies. He agreed to cover all attorney costs. President Woo requested Mr. Kirkpatrick meet with staff regarding how to propose the agreement. Mr. Friedenbach stated he will bring the agreement to the Board in September.

8.4 Laurel Tree Charter School MOU

Mr. Friedenbach shared the MOU with Laurel Tree Charter School. He stated the MOU has been reviewed by legal counsel and ACWA-JPIA. Staff recommends the \$25 day use fee only be charged if Laurel Tree is using the park. The MOU is set up as a pre-pay of \$400 per month. He suggested reconciling at the end of the month and issuing a refund if needed. The Board concurred. Ms. Sutter of Laurel Tree Charter School stated the school board just voted to attend school only one day a week

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with the remaining days being virtual. Mr. Friedenbach asked her if the MOU needs to be modified. She stated no, it's good as is.

Director Latt stated the second paragraph of the memo refers to use of Pump Station 1 as a place to hold classes. This should actually state Park 1. Mr. Friedenbach agreed. A member of the public inquired if Park 1 would still be open to the public when the school is there. Mr. Friedenbach replied yes, Laurel Tree Charter School has the gazebo area reserved and Park 1 will remain open to the public. On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 by roll call vote to approve the MOU with Laurel Tree Charter School. Ms. Sutter thanked the Board.

8.5 Tree Removal Policy

During the July Board meeting, the Board requested staff bring back the procedures for discussion. There seemed to be some confusion regarding the newly approved procedures and an inquiry that was made during the RLCSD joint board meeting on June 26th. One of the RLCSD directors asked the question: How do boat lease lot holders on the west side of the lake remove dead, dying or diseased trees? Mr. Friedenbach stated there were only two changes made to the policy which actually made it a more efficient process to allow lease lot holders to self-remove smaller diameter trees and to allow the use of licensed tree fallers to remove larger diameter trees. Also, the lease lot improvement form for tree removal includes a requirement that it is the lease lot holder's responsibility to remove the tree from their site. This has not changed and it has always been their responsibility.

8.6 Letter re: Axel Properties

Mr. Friedenbach shared the letter he sent to City of Arcata Planning Department regarding the Axel Properties, LLC. Previously the District opposed the project on the basis that it would interfere with the District's access rights to a waterline easement. The letter stated the District was willing to withdraw its opposition and recommend approval based on certain assurances by the Applicant in a letter to the District's legal counsel. The District requested these assurances be memorialized as project conditions by the City. Director Latt stated that based on past history, he would like staff to follow up and confirm the conditions of approval are being adhered to.

8.7 Annie & Mary Trailhead improvements at Park 1: Grant conceptual approval letter

The City of Arcata is planning a segment of the Annie & Mary trail from Sunset Avenue to our Park 1 along the old railroad grade. Staff has been participating in the planning meetings and the Board has received several updates. Mr. Friedenbach stated the City of Arcata is now preparing a grant application to fund construction of this segment of the trail. It is staff's understanding that this grant does not require a funding match, therefore, the improvements to our Park 1 will be at no cost to the District or our ratepayers. The City of Arcata requested a letter of conceptual approval for the trailhead improvements for Park 1. Mr. Friedenbach shared a draft letter of support with the Board and requested approval to send it out. He also shared a letter sent to the Humboldt Trails Councils (the HTC will be performing trail maintenance along the Annie & Mary Trail) and inquired if they could provide some level of maintenance on a recurring basis for the kiosk that will be at Park 1 as the District does not have a budget for this. He has not yet heard back from the HTC yet.

Director Latt recalled previous discussions regarding cleaning of the restrooms at Park 1 since there will be intensified use and inquired about the status. Mr. Friedenbach stated that discussion was with Julie Neander of the City of Arcata and Hank Seemann from County. A Memorandum of Understanding has not been drafted yet.

On motion by Director Latt, seconded by Director Lindberg, the Board voted 4-0 by roll call vote to approve sending the grant support letter.

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8.8 Samoa Pacific LLC

Last month, District staff expressed concerns regarding fire flow restrictions based on the size of the water meter (4" meter on a 6" water line) and supply line (2" supply water line) to refill the proposed 300,000-gallon water tank which is the intended source for fire suppression in the town of Samoa. Mr. Friedenbach reported that after additional discussion, Samoa Pacific LLC representatives agreed to upsize the meter to a 6-inch meter. Mr. Friedenbach noted this does put them into a higher base cost. Staff will work with Samoa Pacific over the next several months and upsize the meter in about a year when all the houses in Samoa have their own meter and will be supplied by the new reservoir. Mr. Friedenbach also stated that after consultation with legal counsel a new water service agreement will be drawn up. Mr. Plotz is working on drafting the new agreement and it will be shared with the Board when ready.

8.9 North Coast Railroad Authority (NCRA)

Last month, Mr. Friedenbach reported that an engineer with the NCRA requested additional information regarding the conduit to be placed in the easement. The information was provided and staff is waiting for a response.

9. NEW BUSINESS

9.1 Trinity County request for easement

Mr. Friedenbach stated Trinity County will be performing some road repairs on Mad River Road near Ruth Lake. Mr. Tippett, Director of Transportation for Trinity County has requested two easements from the District to allow for restoration work on the roadway; and staging materials and equipment. This would be for a two-year period. Staff recommends the Board authorize staff and District counsel to negotiate the proper easements to allow this. Director Latt stated is not an easement but rather a Right of Entry for two-years. He is supportive of this. On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 by roll call vote to authorize staff and District legal counsel to negotiate the two-year Right-of-Entry with the Trinity County Department of Transportation.

9.2 Letter to Trinity County Sheriff requesting enforcement at Ruth Lake

The Trinity County Board of Supervisors approved an agreement with the Department of Boating and Waterways to provide financial assistance in the amount of \$114,543 to conduct boating safety and enforcement activities in Trinity County. Mr. Friedenbach submitted a letter to the Trinity County Sheriff requesting a portion of the funding be allocated to ensure law enforcement presence on Ruth Lake. If this occurs, the District will contribute up to an additional \$5,000 for Ruth Lake enforcement. No response had been received yet.

9.3 RCEA energy presentation by Matthew Marshall, ED on CCA

President Woo introduced Mr. Matthew Marshall, Executive Director of Redwood Coast Energy Authority. She stated he did a good job launching the CCA. It was a huge undertaking with time constraints. He has done an excellent job and keeps up with the regulations and current issues. Mr. Marshall provided a presentation of District power costs. He discussed the various components of the CCA energy bill. The 2020 Renewable power content is 46% if going through the CCA and only 29% if buying directly from PG&E. Mr. Marshall stated RCEA tries to keep costs lower than PG&E and so far, they are doing well. Costs overall are increasing however, so RCEA also looks at cost reduction opportunities. RCEA contributed to the following cost reduction opportunities for HBMWD:

❖ Efficiency Project (completed)	annual approximate savings = \$ 14,500
❖ Tesla Battery Back up (in process)	annual approximate savings = \$200,000
❖ Rate Analysis (in process)	annual approximate savings = \$ 5,500
❖ Previous efficiencies (completed)	annual approximate savings = \$ 6,000
❖ Solar at Eureka office (potential)	annual approximate savings = \$ 5,000

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The Board thanked Mr. Marshall for his work with RCEA and the for presentation.

10. REPORTS (from Staff)

10.1 Engineering

12kV Switchgear Replacement (\$755,832 District Match)

Mr. Stevens stated the pay request 4 in the amount of \$79,277.50 has been reviewed and approved. The building of the retaining wall should start within the next few weeks. He had a good, productive call with the project members regarding the 12kV switchgear. He is hoping PG&E conducts their review of the switchgear soon. Proceeding is dependent upon their review. He also requested a realistic completion schedule from the contractor given the pandemic which is slowing the process down.

Collector Mainline Redundancy Hazard Mitigation Grant (\$790,570 District Match)

Mr. Stevens said he does not have any current updates but expects to in the fall.

Reservoir Structural Retrofit Hazard Mitigation Grant (\$914,250 District Match)

The Phase I award letter is good news. To proceed forward, some documents need to be approved by the Board: 1) The Designation of Applicant's Agent for Non-State Agencies (Resolution 2019-19); 2) Project Assurances for Federal Assistance Hazard Mitigation Grants; 3) Supplemental Grant Subaward Information and the Federal Funding Accountability and 4) Transparency Act (FFATA) Financial Disclosure. On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 by roll call vote to authorize staff to complete and submit the required documents for the grant funding of the project.

TRF Generator Hazard Mitigation Grant (\$460,431 District Match)

No update at this time.

Appeal of FEMA Funding Denial for Collector 4 Emergency Restoration Work

Mr. Stevens stated there is no update from FEMA. He hopes to hear from them by mid-September.

Status report re: other engineering work in progress

Mr. Friedenbach stated that Jeff Knauer of GHD is a Cathodic Protection Specialist. He shared the inspection assessment form that Mr. Knauer developed for our system. Mr. Knauer and Mr. Stevens offered training for our District as well. Both Mr. Knauer and Mr. Stevens are doing this pro-bono. This is a direct savings of approximately \$3,000. The Board thanked Mr. Stevens and asked him to pass on their appreciation to Mr. Knauer.

10.2 Financial

Financial Report

Ms. Harris provided the July 2020 financial report. She noted the investment accounts are recovering and making slight gains. The Humboldt County investment accounts are scheduled to be closed. In order to close out the accounts it must first go to the County Auditor's office and then to the County Treasurer's office who allocates the appropriate interest. The problem is that the Auditor's office is six months behind. Accounts cannot be closed until this is done. Ms. Harris stated this is part of the reason why the District is closing our accounts - not receiving timely reports. The most recent report received is for the period ending December 2019. She also noted that almost \$2,800 was received in interest on Power Sales. This is due to PG&E having funds tied up in bankruptcy. She also discussed some formatting changes to make it easy to see the status of customer charges at any time. President Woo reviewed the bills and stated all was good, she didn't have any questions.

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On motion by Director Rupp, seconded by Director Latt, the Board voted 4-0 by roll call vote to approve the financial statement and vendor detail report in the amount of \$473,438.05.

Letter from County Treasurer summarizing interest earned report for quarter ending December 2019

Ms. Harris reiterated that the Treasurer's office can't do the interest report until the Auditor's office is done. As previously noted, they are six months behind. This report is for the period ending December 2019.

Annual budget letter and Price Factor 2 reconciliation

Ms. Harris shared the annual letter to the Municipal Customers. The letter informs them of the estimated wholesale water charges; their Price Factor 2 reconciliation, which resulted in a credit for all agencies; and estimated net wholesale water charges after the Price Factor 2 credit has been applied.

Water rates comparison with local agencies

Last month the Board requested staff compile water rates from local agencies. Ms. Harris provided the compilation and noted that agencies use different methods to calculate their water rates. Some agencies have switched to one-single standardized consumption rate while others are still using tiered consumption rates. Director Rupp acknowledged that he was the one who requested the rates and he appreciates the information.

10.3 Operations

Monthly report on projects and operations

Mr. Davidsen provided the July Operational Report. The electrical staff conducted the annual electrical maintenance on the hydro plant and Supervisor Chairez conducted the Spillway inspection. Training topics included SCADA Webinar, First Aid and CPR. Items discussed at the Safety Meeting included Traffic Control and Asbestos and Silica Safety. He added the crews are getting tired of COVID and the split crew is not efficient but given the situation makes the most sense. Director Lindberg asked if there were any COVID cases at the District. Mr. Friedenbach stated there are no cases of COVID for employees or their families.

Tesla battery back-up (SGIP)

Mr. Friedenbach stated he has not received any official word on funding yet however, PG&E plans to perform a detailed review of our package submitted. It seems like this would happen if we were scheduled for funding.

Pump motor efficiency (WISE program)

Mr. Davidsen stated his crew did all of the work in house, including programming, installation and SCADA. This resulted in a savings of \$6,000. The amount of incentive savings they hoped to realize was less than anticipated. This was due to errors on previous efficiency testing. It turns out our pumps were more efficient than originally thought, which is good.

11. MANAGEMENT

11.1 Report out on ACWA Virtual Conference

Mr. Friedenbach reported out on the ACWA Conference. He shared some of the speakers and topics he listened to and he identified Water Resource Planning transport contacts whom he sent letters to. He also found an inundation map vendor in the exhibit hall. Their bid on the inundation mapping project was three times lower than another bidder.

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11.2 Carpet at Eureka office

Mr. Friedenbach stated the carpet is being replaced in the office and in the Board Room. He discussed the process and stated the office will be closed during the carpet remodel.

11.3 Employee Handbook minor clarifications/revisions to Certifications, and Uniforms & Safety Gear

Ms. Harris discussed some minor clarifications needed in the Employee Handbook, specifically, Section 4012.1 – Certification and Section 4012.2 Uniforms and Safety Gear. The Board reviewed the changes and did not have any issues or concerns. On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 by roll call vote to approve the clarification changes.

11.4 RFQ for Reservoir Structural Retrofit

Mr. Friedenbach shared the Request for Qualifications for the Reservoirs Seismic Retrofit Project. Statement of Qualifications are due by 3:00 pm on Friday, August 28, 2020. The District's Federal Procurement policy allows for qualifications-based solicitation for engineering services. Once the packets are received, a review team including Troy Nicolini and Brian Gerving will rate the firms on a score sheet, then staff will negotiate a price with the top scoring firm. He hopes to have something for the regular September meeting, if not then a Special Meeting will be needed. There is a tight time schedule from FEMA, thus the urgency.

12. DIRECTOR REPORTS & DISCUSSION

12.1 General -comments or reports from Directors

Director Latt discussed an article in which a boat passed Quagga inspection but a Quagga Dog located veligers. Had it not been for the dog, a contaminated boat would have entered the water. He suggested staff look into costs of getting a Quagga dog. Perhaps there is grant funding available. Mr. Friedenbach responded that Ruth Lake is considered low risk which lowers our priority. Any risk is too much and staff will research Quagga Dogs and report back to the Board.

12.2 ACWA

Director report out on ACWA Virtual Conference

Director Rupp reported out on his attendance. He attended sessions on PFAS, heard the California Lt. Governor speak, as well as Secretary Wade Crowfoot of the California Natural Resource Agency. PG&E is also taking extra measures to manage their electrical grid to prevent fires. They have high definition cameras, a large crew of meteorologists on staff to help with the prevention of fires. The ACWA/JPIA topic was Avoiding Brain Drain. This was about protecting written and unwritten knowledge. ACWA did a good job with this.

President Woo concurred it was a well- done virtual conference. She also heard Wade Crowfoot discuss the Water Resilient Portfolio, Blueprint for Water Action. She also attended the Region 1 meeting and the Wildfire seminar and noted that PG&E has a meteorologist windfall.

Energy Committee

Mr. Friedenbach shared that he joined the ACWA Energy Committee, given the hydropower nexus. There are two other members from Region 1 on the committee.

12.3 ACWA – JPIA

Board of Directors meeting

Director Rupp shared that JPIA approved several new members and adopted the audit. Costs for the HMO healthcare plan will be increasing approximately eight percent effective January 1, 2021.

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H.R. LaBounty Safety Award

Mr. Friedenbach stated the Essex crew received another HR LaBounty Safety Award for a project submitted last September. As done in the past, they submitted the project as a team, not an individual as most other districts do.

Wellness Grant submittal

Staff once again applied for and was awarded a Wellness Grant. Each employee will be able to be reimbursed up to \$34 for the purchase of a wellness item. Director Rupp noted the funds are provided by Anthem Blue Cross to the JPIA.

12.4 Organizations on which HBMWD Serves: RCEA, RREDC *

RCEA

President Woo referred the Board to the minutes for more details on the RCEA meeting. She did note that M.J. Furniss & Associates was awarded just under \$200,000 resilience planning that includes feasibility analyses for micro-hydro. Director Rupp suggested staff might look into Korblex as a potential micro-hydro site.

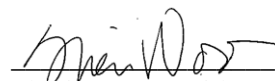
RREDC

The July meeting was cancelled due to lack of business items to discuss.

ADJOURNMENT

The meeting adjourned at 4:15 pm.

Attest:



Sheri Woo, President



J. Bruce Rupp, Secretary/Treasurer