

Humboldt Bay Municipal Water
District 828 7th Street, Eureka



Minutes for Regular Meeting of the Board of Directors
March 14, 2024

ii. ACWA Region 1 Board meeting

Non Action item

Director Rupp reported on his attendance of the ACWA Regional 1 Board meeting and orientation.

iii. Resiliency Infrastructure funding

Non Action item

Director Rupp included this letter for informational purposes.

iv. ACWA Membership Committee Agenda

Non Action item

Director Rupp reported on his attendance of the ACWA finance and membership committees.

v. HBMWD support request for PFAS liability protection

ACTION: Motion to approve sending letters of support for PFAS liability protection

Maker: Director Lindberg **Second:** Director Rupp **Vote:** 5-0 to approve

ACWA Action Alert to agencies requesting letters be sent to representatives in support for PFAS liability protections for water and wastewater agencies.

c. ACWA – JPIA

Non Action item

Director Rupp reported on his attendance of the Association of Governmental Risk Pools conference held in Nashville, Tennessee.

d. Organizations on which HBMWD Serves

i. RCEA:

Non Action item

Director Woo reported on the February RCEA meeting and discussed the possible withdrawal from the RCEA Board.

ii. RREDC:

Non Action item

Director Lindberg reported on the February RREDC meeting.

ADJOURNMENT

The meeting adjourned at 4:26 pm.

Attest:



Neal Latt, President



J. Bruce Rupp, Secretary/Treasurer

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1. ROLL CALL

President Latt called the meeting to order at 9:00 am. Director Rupp conducted the roll call. Directors Fuller, Latt, Lindberg, Rupp, and Woo were present. General Manager John Friedenbach, Superintendent Dale Davidsen, 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 Latt led the flag salute.

3. ACCEPT AGENDA

ACTION: Motion to accept Agenda

Maker: Director Woo Second: Director Lindberg Vote: 5-0 to approve

4. PUBLIC COMMENT

Alysia Bixler who works for Redwood Community Action Agency commented that she is facilitating a grant for peninsula beautification meant to abate litter and beautify public spaces along the Samoa Peninsula. She asked the Board to consider allowing artists to paint some of the District's infrastructure along the Samoa Peninsula and allow her organization to make a formal request bringing this item to the April Board meeting.

5. MINUTES

i. February 12, 2024, Special Board Meeting Minutes

ACTION: Motion to accept February 12, 2024 Minutes

Maker: Director Lindberg Second: Director Woo Vote: 5-0 to approve

ii. February 8, 2024, Regular Board Meeting Minutes

ACTION: Motion to February 8, 2024 Minutes

Maker: Director Woo Second: Director Fuller Vote: 5-0 to approve

6. CONSENT AGENDA

ACTION: Motion to accept Consent Agenda

Maker: Director Fuller Second: Director Rupp Vote: 5-0 to approve

7. CORRESPONDENCE

i. Email from PG&E RE: Approval of Self Generation Incentive Program Project

Non Action item

HBMWD received notification from PG&E that PG&E approved final acceptance of the SGIP backup battery bank located at Essex.

ii. Letter from DWR RE: Notification of annual schedule of fees

Non Action item

HBMWD received the annual notification of fees for Mathews Dam.

8. CONTINUING BUSINESS

a. Water Resource Planning– Status report on water use options under consideration

i. Local Sales

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1. Nordic Aquafarms

Non Action item

No update reported.

2. Trinidad Rancheria Mainline Extension

Non Action item

No update reported.

3. Blue Lake Rancheria Mainline Extension

Non Action item

No update reported.

4. Offshore Wind Heavy Lift Multipurpose Marine Terminal Project

Non Action item

Staff continue to wait for the total water demand estimates from the Harbor District.

ii. Transport

Non Action item

No update was reported.

iii. Instream Flow

1. Report out on Special Board meeting February 12

2. Comment Summaries

Non Action Item

Mr. Friedenbach shared the compilation of the public comments/feedback received at the special Board meeting.

3. Blue Lake Rancheria Support letter

Non Action Item

The District received a letter of support regarding the District's draft petition for change from the Blue Lake Rancheria.

4. News article from EPIC

Non Action item

A favorable article written by the Environmental Protection Information Center (EPIC) was posted on their website.

CLOSED SESSION- Instream Flow-discuss California Code, GOV § 54956.9 Confer with attorney Meredith Nikkel regarding exposure to litigation

Closed session was conducted from 2:30 pm to 3:09 pm. The Board returned to open Session with no reportable action.

b. McNamara & Peepe

Director Woo recused herself due to a conflict of interest.

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i. Status update

1. Monthly Summary Report

Non Action item

Mr. Friedenbach reported on planned activities for 2024.

2. Quarterly virtual meeting February 29, 2024

Non Action item

The Virtual meeting for the first quarterly update with DTSC, EPA, HBMWD, and Humboldt Waterkeeper was pushed from January 2024 to February 29, 2024. The next quarterly meeting will be held in April 2024. A summary of the meeting content was provided.

3. DTSC work order no 1 site investigation letter

Non Action item

DTSC is currently reviewing the 2023 site investigation report. The review was expected to be done early this year. The Board asked a few clarifying questions and discussed this topic.

ii. Site maps & historical sampling results (stormwater and well water)

Non Action item

These were included for informational purposes.

c. CLOSED SESSION- Public Employee Performance Evaluation for General Manager pursuant to Section 54957(b)(1)

Closed session was conducted from 3:23 pm to 4:26 pm. The Board returned to open session with no reportable action.

9. NEW BUSINESS

i. CSDA Board of Directors seat A nomination application

Non Action item

CSDA sent out notification that a seat has opened on their Board of Directors.

ii. Special Board Meeting March, 28, 2024 for Engineering Management Contract-3 Tank Seismic Retrofit and 1707 Petition

Non Action item

HBMWD published a request for qualification for contract for 3 tanks seismic retrofit. The request closed Feb 3, 2024, with no submissions received. FEMA required HBMWD to conduct another RFQ solicitation closing on March 14, 2024, 3:00 pm. Staff requests scheduling a Special Board meeting to award this project. The Board agreed to meet on March 28 at 12:15 pm.

iii. New employee presentation

Non Action item

Kelsie Sobol, new Accounting Tech 1, was presented with a District jacket, as is the custom in celebrating new employment with Humboldt Bay Municipal Water District.

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iv. Sponsorship for the 29th annual Ruth Lake summer Festival

Non Action item

The Board discussed the value and importance of STAR and STVFD in the Ruth Lake area and the service they provide to our staff who work at the dam and around Ruth Lake. After discussion, the Board agreed and directed staff to donate \$1,000.00 to HTRA. The letter received stated 100% of funds donated will go directly to supporting STAR and STVFD.

v. CLOSED SESSION- Conference with District Legal Counsel Ryan Plotz Critical Infrastructure: Threat to Public Services or Facilities pursuant to Gov. Code 54957

Closed session was conducted from 1:30 pm to 2:06 pm. The Board returned to open session with no reportable action.

10. REPORTS (from STAFF)

a. Engineering – (Time set 11:00 am)

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

Non Action item

Mr. Friedenbach sent a letter to Eureka City Manager Miles Slattery inquiring if a City of Eureka owned 80-acre site located south of the Samoa Airfield might be available to perform anticipated mitigation by HBMWD for the CDP for the Samoa Peninsula Waterline Right-of-Way maintenance project.

ii. Essex Onsite Sodium Hypochlorite Generation Project

Non Action item

No update reported.

iii. Reservoirs Seismic Retrofit Project

Non Action item

The deadline for Statements of Qualifications (SOQ) for submittal was February 8, with no responses received. FEMA required the District advertise a second RFQ solicitation. The RFQ was published a second time on February 16, 2024, with a response due date of March 14, 2024. Mr. Friedenbach sent a letter to Cal OES requesting to extend construction dates from summer 2024 to summer 2025.

iv. Matthews Dam Advance Assistance Seismic Stability Project

Non Action Item

This project is still in review with FEMA, which was scheduled to be finished in December, then January and then February. While waiting, staff is working on drafting an RFQ to start the process of onboarding a consultant to preform work associated with this grant such as geotechnical analysis, seismic stability study, alternatives analysis, and environmental impact report. A request was made to Congressman Huffman's office for assistance with FEMA's processing of the grant application.

v. Status report re: Other engineering work in progress

Non Action item

No update reported.

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b. Financial

i. FY 2024/2025 Budget Schedule

Non Action item

Ms. Harris presented the introduction to the FY 2024/2025 Budget Schedule.

ii. February 2024 Financial Statement & Vendor Detail Report

ACTION: Motion to accept February 2024 Financial Statement & Vendor Detail report in the amount of \$577,410.97

Maker: Director Rupp Second: Director Lindberg Vote: 5-0 to approve

Ms. Harris presented the February 2024 financial report. The General Account balance is \$1.7 million. The various investments balance is \$10.4 million. The advanced charges are \$5.6 million with a general reserve of \$2.5 million.

iii. February 2024 Fieldbrook-Glendale contract revenue and Expense Summary

Non Action item

This section of the report has been broken out for transparency.

iv. Salary Survey Comparable Agencies

Non Action item

Regional Government Services (RGS) has begun the next step in their salary survey. They searched for comparable agencies at a statewide level. After their statewide research was complete, they had a list of twenty-five potential comparative agencies. After further research, the list was refined to nine agencies.

c. Operations

i. February Operations Report:

Non Action item

Mr. Davidsen reported on the February Operations updates.

ii. Surplus Request: repair supplies

ACTION: Motion to approve Surplus request: repair supplies

Maker: Director Rupp Second: Director Lindberg Vote: 5-0 to approve

Staff requested to surplus some equipment as well as replace the Hach 2100n turbidimeter.

11. DIRECTOR REPORTS & DISCUSSION

a. General – comments or reports from Directors

No update was reported.

b. ACWA

i. ACWA AB 2257 Coalition

ACTION: Motion to approve ACWA AB 2257 Coalition Support

Maker: Director Rupp Second: Director Woo Vote: 5-0 to approve

Staff recommends the approval of joining the ACWA coalition to support AB 2257 and sending letters of support to assemblyman Wood and State Senator McGuire.