

**Humboldt Bay Municipal Water  
District 828 7<sup>th</sup> Street, Eureka**



**Minutes for Regular Meeting of the Board of Directors  
September 12, 2024  
9:00 am**

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**1. ROLL CALL**

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

**ACTION: To approve President Fuller attending the Board meeting via Zoom due to medical emergency**

**Maker: Director Woo Second: Director Wheeler Vote: 4-0 to approve by roll call vote**

**2. FLAG SALUTE**

Vice President Lindberg led the flag salute.

**3. ACCEPT AGENDA**

**ACTION: Motion to accept Agenda**

**Maker: Director Woo Second: Director Wheeler Vote: 4-0 to approve by roll call vote**

**4. PUBLIC COMMENT**

No public comment was received.

**5. MINUTES**

a. August 14, 2024, Regular Board Meeting Minutes

**ACTION: Motion to approve August 14, 2024, Regular Board meeting minutes with edits**

**Maker: Director Wheeler Second: Director Woo Vote: 4-0 to approve by roll call vote**

Director Woo suggested spelling out CATS acronym to California for Alternatives to Toxics in New Business item b. Director Woo also noted a typo in item 10.1.b.i, Robels should be Robles.

**6. CONSENT AGENDA**

**ACTION: Motion to approve Consent Agenda**

**Maker: Director Wheeler Second: Director Woo Vote: 4-0 to approve by roll call vote less item 6.b**

Director Lindberg requested to pull item 6.b.

**ACTION: Motion to approve Consent item 6.b**

**Maker: Woo Second: Wheeler Vote: 4-0 to approve by roll call vote**

The Board discussed item 6.b.

**7. CORRESPONDENCE**

a. LAFCo-Independent Special District Election Results

**Non Action item**

Mr. Friedenbach included this as an FYI for the Board.

b. General Election on November 5, 2024 Candidacy Results

**Non Action item**

The District received notice from the Office of Elections regarding the general election candidacy results. There is a contender for Division 1 running against Director Wheeler and no contenders

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opposing Directors Woo for Division 2 nor Director Lindberg for Division 3.

**8. CONTINUING BUSINESS**

a. Joint Board Meeting with RLCSO draft agenda

**Non Action item**

Mr. Friedenbach shared the draft agenda for the annual joint Board meeting with Ruth Lake CSD set for September 27th to be held at Journeys End at Ruth Lake. Director Woo announced she has a conflict and will not be able to attend the joint Board meeting. Director Fuller will also miss the meeting.

b. EAP Tabletop and Functional Exercises update

**Non Action item**

Ms. Harris presented the agenda and outline of events for the upcoming September 23<sup>rd</sup> Emergency Action Plan (EAP) tabletop and functional exercises as required by FERC every 5 years.

c. GM recruitment-pursuant to Government Code- GOV § 54957 (Brown Act)

Closed session was conducted from 1:44pm to 3:29pm. The Board returned to open session. Director Lindberg announced there was no reportable action.

d. City of Arcata RDA Compensation agreement

Director Woo recused herself due to a conflict of interest.

**ACTION: Approve City of Arcata RDA Compensation agreement**

**Maker:** Director Rupp **Second:** Director Wheeler **Vote:** 4-0 to approve by roll call vote

Mr. Friedenbach recommended approval of entering into the proposed Compensation Agreement with the City of Arcata and separately working with City staff and Counsel on the issues relating to development in the vicinity of our pipeline easements within the Arcata City limits. The Board asked some clarifying questions.

**8.2 Water Resource Planning**

**Non Action item**

Mr. Friedenbach reported there was no reportable activity this month. He shared he received a call from the Blue Lake Rancheria City manager Mandy Mager regarding the Blue Lake mainline extension.

**8.3 McNamara & Peepe**

Director Woo recused herself due to a conflict of interest.

a. Status update

i. August monthly summary report

**Non Action item**

After the completion of fieldwork, SHN will submit a report documenting activities implemented in accordance with the data gap workplan. The virtual Quarterly meeting with DTSC, EPA, HBMWD, and Humboldt Waterkeeper will be held on October 25, 2024. Director Fuller requested a committee pre-meeting in advance of October 25<sup>th</sup>.

b. Site maps & historical sampling results

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**9. NEW BUSINESS**

**a. Project budget Add-Schatz Energy**

**ACTION: Motion to approve project budget add-Schatz Energy in the amount of \$37,576.**

**Maker: Director Woo Second: Director Wheeler Vote: 4-0 to approve by roll call vote**

Staff recommends adding a new project to the FY 24/25 budget. The item will be for the professional services of Schatz Energy Research Center to design and test controls to allow the Essex Tesla Megapack to enter grid forming mode in the case of utility dropout, and to work in coordination with the generator in the cases of a longer outage. The new project cost is anticipated to be \$37,576, to be paid from project budget reallocation or general reserves or an Investment Tax Credit that is being negotiated with TESLA.

**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 actively working on this step.

**b. Reservoirs Seismic Retrofit Project**

**i. Budget increase request**

**Non Action item**

Mr. Stevens reported the budget increase request has been sent to CalOES.

**ii. Scope of Work revision**

**Non Action item**

A formal change of scope of work regarding building a new tank at Samoa in lieu of retrofitting the current tank, that was discussed and approved last month, was sent to CalOES. Mr. Stevens laid out 3 options moving forward. The Board and staff agreed going back to the original plan of retrofitting the tank is the safest action moving forward to ensure receipt of grant funding for the retrofit project. The grant performance period ends in September 2025. The review of the change in scope of work for the new tank could take more than 12 months and jeopardize receipt of grant funding for the project. The Board directed staff to start those steps and bring this item to the September 19<sup>th</sup> Special Board meeting.

**c. Essex Onsite Sodium Hypochlorite Generation Project**

**Non Action item**

Staff from GHD are finishing the final touches on the bid package and preparing to advertise for bid in the coming weeks.

**d. Collector Mainline Redundancy**

**Non Action item**

The District received notification from CalOES that the requested time extension from December 4, 2024 to December 4, 2025 is approved.

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e. Matthews Dam Advance Assistance Seismic Stability Project

**Non Action item**

No update was received.

f. TRF Generator

**Non Action item**

PACE is moving forward; they should have their 90% design plans ready for review in October.

g. Status report re: Other engineering work in progress

**Non Action item**

No update was reported.

**10.2 Financial**

a. August 2024 Financial Statement & Vendor Detail Report

**ACTION: Motion to approve Financial Statement & Vendor Detail Report in the amount of \$399,397.38**

**Maker: Director Wheeler Second: Director Woo Vote: 4-0 to approve by roll call vote**

Ms. Harris presented the August financial statement & vendor detail report. The General Account balance is \$475,000. The various investments balance is \$14.5 million. The advanced charges are \$4.5 million with a general reserve of \$5.5 million.

b. Fieldbrook-Glendale contract revenue and Expense Summary

**Non Action item**

This section is presented for transparency.

c. Eureka Office Server Replacement/Upgrade

**ACTION: Approve Eureka office server replacement/upgrade in the amount of \$27,966.20**

**Maker: Director Woo Second: Director Wheeler Vote: 4-0 to approve by roll call vote**

Staff recommends adding a new project to the FY 24/25 budget. The item will be for a new server and the professional services for installation provided by Valeo Networks. The Eureka office IT support and the office server that was installed in 2017 is at the end of its useful life. The server operating system is no longer supported. Staff recommends the Board approve the replacement of the Eureka office server.

**10.3 Operations**

a. August Operations Report

**Non Action item**

Mr. Davidsen presented the August operations report. Noting a pump for Collector 2 that was delivered had a mis-manufactured column. Staff is working with the vendor for a replacement.

**10.4 Management**

a. Section 457 Fiduciary Consultant

**No Action taken**

Taylor Boyd with Burnham Gibson Wealth Advisors (BGWA) attended via Zoom for this item. Mr. Friedenbach reported on the history of the current section 457 deferred compensation plan. At

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the CSDA GM Summit Mr. Friedenbach discussed the District's current plan with Mr. Boyd and has had multiple follow-up discussions. Staff recommends approval of engaging BGWA LLC to act as an ERISA 3(21) or an ERISA 3(38) fiduciary for the District's Section 457 Deferred Compensation Plan and to provide ongoing recommendations based upon the needs of the plan. The Board agreed to table this item until Ms. Harris could be brought up to speed on this plan.

**11 DIRECTOR REPORTS & DISCUSSION**

**11.1 General – comments or reports from Directors**

a. Director presentation

Director Wheeler was presented with a District jacket, as is the custom in welcoming new Directors to Humboldt Bay Municipal Water District.

**11.2 ACWA**

a. ACWA Fall Conference Attendance

**ACTION: Approve District funding and attendance of directors and appropriate staff at ACWA Fall Conference**

**Maker: Director Woo Second: Director Wheeler Vote: 4-0 to approve by roll call vote**

Mr. Friedenbach shared the ACWA Fall Conference & Expo is scheduled for December 3-5, 2024, in Palm Desert.

**11.3 ACWA – JPIA**

No update was reported.

**11.4 Organizations on which HBMWD Serves**

a. RCEA:

**Non Action item**

Director Woo shared a staff report regarding the Energy Risk Management Quarterly Report provided by RCEA.

b. RREDC:

**Non Action item**


Director Lindberg reported on the August 26<sup>th</sup> meeting he attended with no significant updates.

**ADJOURNMENT**

The meeting adjourned at 3:30 pm.

Attest:

  
Michelle Fuller, President

  
David Lindberg, Vice President