

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



**Minutes for Regular Meeting of the Board of
Directors**

May 8, 2025

9:00 am

1.1 ROLL CALL

President Fuller called the meeting to order at 9:00 a.m. Director Rupp conducted the roll call. Directors Fuller, Lindberg, Rupp, Wheeler, and Woo were present. General Manager Michiko Mares, Superintendent Dale Davidsen, Business Manager Chris Harris, and Board Secretary Contessa Dickson were also present. District Engineer Nate Stevens and General Counsel Ryan Plotz were present for a portion of the meeting.

1.2 PLEDGE OF ALLEGIANCE

President Fuller led the flag salute.

1.3 ACCEPT AGENDA

ACTION: Motion to accept Agenda

Maker: Director Lindberg

Second: Director Rupp

Vote: 5-0 to approve

2. PUBLIC COMMENT

No public comment.

3. CONSENT CALENDAR

ACTION: Motion to approve Consent Calendar

Maker: Director Rupp

Second: Director Woo

Vote: 5-0 to approve less item 3.1 and 3.3.

3.1 Pulled from Consent: Draft Minutes of the Regular Board Meeting on April 10, 2025

3.2 Approve the June 10, 2025 Regular Board Meeting Date

3.3 Pulled from consent: Discuss and Consider Approval of Costs for Board Representative for Travel to Serve on the ACWA/JPIA Election Committee

4 PRESENTATIONS

4.1 Aquatic Invasive Species – Golden Mussel in California

Non-action Item

Caitlin Canale, General Manager of Ruth Lake CSD, joined via Zoom for this item. Ms. Mares provided a detailed presentation on aquatic invasive mussel species, with particular emphasis on the emerging high-risk threat posed by Golden Mussels. Ms. Canale gave an update on efforts to prevent unauthorized boat launching at Ruth Lake, including the placement of boulders in key areas, as well as ongoing invasive species prevention measures. Ms. Mares suggested due to the severity of this issue an ad-hoc committee be formed for this topic.

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4.2 Brown Act Briefing

Non-action Item

District Attorney Ryan Plotz delivered a presentation covering the fundamentals of the Brown Act and the Public Records Act, including recent updates relevant to the Board's responsibilities and compliance. The Board engaged with several questions, followed by a discussion on the implications of the updates and best practices moving forward.

5. DISCUSSION AND ACTION:

Director Woo recused herself due to a conflict of interest for item 5.1.

5.1 Informational Memo concerning the former McNamara and Peepe Mill Site

Non-action Item

The monthly meeting of the Ad-Hoc Mad River Policy Committee was canceled. The next meeting will be rescheduled at a later date. Staff recommend continuing efforts to elevate awareness of this threat to public health, safety and the environment.

5.2 Discuss & Consider Approval of April 2025 Financial Statement & Vendor Detail Report

ACTION: Motion to approve April 2025 Financial statement & Vendor Detail Report in the amount of \$412,683.84.

Maker: Director Rupp

Second: Director Lindberg

Vote: 5-0 to approve

Ms. Harris presented the April financial statement & vendor detail report. The General Account balance is \$1.4 million. The various investments balance is \$14.3 million. The advanced charges are \$5.5 million with a general reserve of \$5.2 million.

5.3 Discuss & approve Resolution 2025-06: Placing in Nomination of CA Water Agencies Region 1 Nominating Committee

ACTION: Approve Resolution 2025-06

Maker: Director Rupp

Second: Director Lindberg

Vote: 5-0 to approve by roll call vote

Ayes:5 Noes: 0 Absent: 0

This resolution nominates Director Rupp, who serves on the ACWA Region 1 Board currently to continue to serve.

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5.4 Items Pulled from Consent Calendar

- a. Draft Minutes of the Regular Board Meeting on April 10, 2025

ACTION: Approve Draft Minutes of the Regular Board Meeting minutes on April 10, 2025

Maker: Director Rupp

Second: Director Lindberg

Vote: 5-0 to approve less edits

Director Woo requested edits to item 6.3.a, Director Comments. Under Director Rupp, add: "The inactive agenda review committee."

- b. Discuss and Consider Approval of Costs for Board Representative for Travel to Serve on the ACWA Election Committee

ACTION: Approve costs for Board Representative to travel to serve on the ACWA election committee

Maker: Director Lindberg

Second: Director Wheeler

Vote: 5-0 to approve with edit

Director Rupp clarified this was an ACWA meeting, not an ACWA/JPIA meeting.

Reports

6.1 Staff Reports:

- a. Engineering Report

Non-action Item

Mr. Stevens provided his monthly report regarding the status and progress of current District projects.

- b. Business Report

Non-action Item

No report.

- c. Operations Report

Non-action Item

Mr. Davidsen presented the April Operations Report, noting that the annual Ruth Lake maintenance was conducted last week. He reported that, following initial testing, the first batch of hypochlorite produced by the new system was successful.

- d. Management Report

Non-action Item

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General Manager Mares provided an update on the progress of the District's various projects, grants and important topics.

6.2 Active Committee Reports

a. Mad River Policy Committee

Non-action Item

The May 6th committee meeting was canceled; no report was received.

b. Board Policy & Evaluations Committee

Non-action Item

A committee meeting was held May 5th. The Policy manual and Board Governance manual was discussed, there was a consensus that both documents require updates.

c. Water Resource Planning

Non-action Item

This committee meeting was canceled; no report was received.

6.3 Director Reports

a. General Director Comments

- Director Woo:

No comment.

- Director Wheeler:

Director Wheeler expressed appreciation to staff for organizing the TRF tour he attended on April 15th.

- Secretary/Treasurer Director Rupp:

No comment.

- Vice-President Director Lindberg:

In response to the increased threat posed by the Golden Mussel, Director Lindberg met with a client who is also a lease lot holder and aircraft owner. He indicated that Ruth Lake is the only destination to which he flies his plane.

- President Fuller:

President Fuller expressed her gratitude to both staff and the Board for their support during the

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General Manager transition.

b. Organizations on which HBMWD Serves

• Association of CA Water Agencies (ACWA)

Non-action Item

Report out on Investment Committee Meeting: Director Rupp reported on the committee meeting he attended, noting that the committee received the investment policy and conducted a review of their current investments.

• Association of CA Water Agencies/Joint Powers Insurance Authority (ACWA-JPIA)

Non-action Item

Report out on Employee Benefits Meeting: The committee, which meets twice annually, held its Spring meeting. Discussions included program utilization and the issue of stop-loss or excess insurance. It was noted that health care premiums are likely to increase by approximately 10% in the coming year.

• Redwood Coast Energy Authority (RCEA)

Non-action Item

Director Woo chaired the RCEA Board meeting, which included a study session on affordability. The session provided a clear explanation of the components of PG&E bills and clarified which aspects are within the RCEA's control.

• Redwood Region Economic Development Commission (RREDC)

Non-action Item

Director Fuller attended the meeting on behalf of Director Lindberg and reported that there were speakers in attendance from Fisherman's Resiliency Organization. The discussion focused on the organization's areas of involvement and limitations. Additionally, there was brief discussion regarding the potential role of RREDC as a conduit for community benefits funds.

6.4 Discussion of Future Agenda Items

• Information Management System

Non-action Item

No update.

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- Use of name for the Mad River (Baduwa't)

Non-action Item

No update.

- Cyber Security Policy

Non-action Item

No update.

- Artificial Intelligence Policy

Non-action Item

No update.

CLOSED SESSION:

1. **Roll Call**
2. **Public Comment**

No public comment was received.

3. **Announcement of Closed Session Agenda:**

The Board entered into closed session at 1:41 p.m. and conducted the session from 1:41 p.m. to 3:27 p.m. Upon returning to open session, President Fuller announced there were no reportable actions.

3.1 CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION

3.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

3.3 CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

ADJOURNMENT

The meeting adjourned at 3:28 p.m.

Attest:



Michelle Fuller, President



Bruce Rupp, Secretary Treasurer