

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**August 27<sup>th</sup>, 2024**

**A. CALL TO ORDER:** The meeting was called to order at 4:30 p.m. by President Mauro, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

**ROLL CALL: Present in Person:** President Edward Mauro (EM), Vice President James Parker (JP), Director Dee Brown (DB), Director Michael Alcorn (MA), Director Jerry Buzzetta (JB).

**B. PUBLIC COMMENTS ON CLOSED SESSION MATTERS:** The Board welcomed members of the public and opened the meeting to public comments regarding matters identified on the Closed Session agenda. No comments were received.

**C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:**

**1. Management Compensation/Benefits (§ 54957.8)**

*Unrepresented Management Staff Classifications*

President Mauro retired to closed session at 4:30 p.m. and upon returning to the regular session, moved to take a brief recess at 5:10 p.m. The meeting was reconvened to open session at 5:15 p.m.

**D. PLEDGE OF ALLEGIANCE:** Director Alcorn led those in attendance in the Pledge of Allegiance.

**E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION:**

**1. August 27, 2024, Regular Meeting- Management Compensation/Benefits (§ 54957.8)**

Directors had robust discussion on the topic, no reportable action taken.

**F. APPROVAL OF AGENDA:** President Mauro requested a motion to approve the agenda. Director Alcorn motioned to approve the agenda, seconded by Director Parker, for which President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (MA), yes; (JB), yes; and (EM), yes; the motion carried 5-0.

**G. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS:** The Board welcomed members of the public and opened the meeting to public comments regarding matters not itemized on the agenda. No comments were received.

**Staff Present for Open Session: In Person:** General Manager/Secretary Drew Lander, Executive Assistant/Stenographer Madison Koester, Water/ Wastewater Superintendent Jose Rodriguez, Finance and HR Manager Barry Kelly, Principal Engineer Robert Hillebrecht.

**H. CONSENT AGENDA:**

**1. Approval of Minutes for:**

Regular Board Meeting of July 23<sup>rd</sup>, 2024.

Special Board Meeting of July 23<sup>rd</sup>, 2024.

Regular Board Meeting of August 6<sup>th</sup>, 2024.

2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of July 1, 2024 through July 31, 2024, totaling \$1,902,042.16 which includes \$610,226.75 for payments to vendors, \$335,616.68 for Payroll, \$436,621.07 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$3.68 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
07/01/2024	52708	Ace Hardware (Johnson Lumber Co.)	\$662.91
07/01/2024	52709	Amazon Capital Services	\$346.68
07/01/2024	52710	AT&T	\$319.11
07/01/2024	52711	Auto Tech Service Center, Inc.	\$140.00
07/01/2024	52712	Brenntag Pacific, Inc.	\$24,122.42
07/01/2024	52713	Brigantino Irrigation	\$49.04
07/01/2024	52714	City of Hollister-Finance Dept	\$436,621.07
07/01/2024	52715	Clean Brothers	\$150.00
07/01/2024	52716	Dianne Francis	\$7,146.31
07/01/2024	52717	Don Chapin Co. Inc., The	\$90.00
07/01/2024	52718	Grainger, Inc.	\$139.62
07/01/2024	52719	Hach Company	\$3,331.94
07/01/2024	52720	Iconix Waterworks (US) Inc.	\$1,074.62
07/01/2024	52721	Mission Uniform Service	\$499.71
07/01/2024	52722	RJR Recycling	\$750.00
07/01/2024	52723	Salcedo Garage Door Systems L.L.C.	\$1,645.00
07/01/2024	52724	San Benito County Water District	\$519,214.73
07/01/2024	52726	Sharp Engineering and Construction, Inc.	\$52,187.00
07/01/2024	52727	ULINE	\$941.75
07/01/2024	52728	Wallace Group	\$8,262.50
07/02/2024	52729	DiBuduo & DeFendis Insurance Brokers, LLC	\$93,032.00
07/05/2024	ACH2898	Principal	\$3,460.05
07/07/2024	JN00626	Net Pay	\$76,576.54
07/07/2024	JN00626	Total Tax	\$20,036.01
07/08/2024	52730	ACC Business	\$1,323.29
07/08/2024	52731	Brenntag Pacific, Inc.	\$39,889.79
07/08/2024	52732	CM Analytical, Inc.	\$9,777.50
07/08/2024	52733	Don Chapin Co. Inc., The	\$180.00
07/08/2024	52734	Filmtec Corporation	\$1,410.65
07/08/2024	52735	Hach Company	\$1,716.64
07/08/2024	52736	Iconix Waterworks (US) Inc.	\$871.54
07/08/2024	52737	Mission Uniform Service	\$451.93
07/08/2024	52738	Recology San Benito County	\$342.91
07/08/2024	52739	San Benito County Water District	\$359.25
07/08/2024	52740	Star Concrete	\$971.78
07/08/2024	52741	Toro Petroleum Corp.	\$2,125.68
07/08/2024	52742	Troy Quick	\$147.16
07/08/2024	52743	U.S. Bank Corporate Payment Systems	\$9,987.93
07/08/2024	52745	UWUA Local 820	\$738.56
07/08/2024	ACH2899	iCloud	\$13,541.05
07/12/2024	ACH2900	Colonial Life	\$1,935.98
07/12/2024	JN00625	Net Pay	\$78,913.51
07/12/2024	JN00625	Total Tax	\$21,124.13
07/15/2024	52746	Ace Hardware (Johnson Lumber Co.)	\$522.97

07/15/2024	52747	Auto Tech Service Center, Inc.	\$5,340.00
07/15/2024	52748	Brenntag Pacific, Inc.	\$32,336.38
07/15/2024	52749	Brigantino Irrigation	\$90.07
07/15/2024	52750	Don Chapin Co. Inc., The	\$75.00
07/15/2024	52751	EBCO Pest Control	\$75.00
07/15/2024	52752	Green Valley Farm Supply, Inc	\$323.98
07/15/2024	52753	Hach Company	\$6,633.57
07/15/2024	52754	J M Electric	\$1,692.25
07/15/2024	52755	Quinn Company	\$2,213.44
07/15/2024	52756	Raftelis Financial Consultants, Inc.	\$1,105.00
07/15/2024	52757	Rain for Rent	\$3,399.72
07/15/2024	52758	San Benito Tire Pros & Automotive	\$890.03
07/15/2024	52759	SBC Chamber of Commerce	\$265.00
07/15/2024	52760	Simplot Grower Solutions	\$1,347.50
07/15/2024	52761	Trans Union LLC	\$206.69
07/15/2024	52762	Transene Company Inc (Shape Products)	\$157.63
07/15/2024	52763	Waste Resource Recovery, Inc.	\$250.00
07/15/2024	52764	Watersmart Software, Inc.	\$13,553.00
07/17/2024	ACH2901	CalPERS - Retirement	\$23.08
07/17/2024	ACH2902	CalPERS - Retirement	\$291.50
07/17/2024	ACH2903	CalPERS - Retirement	\$4,953.25
07/17/2024	ACH2904	CalPERS - Retirement	\$7,881.87
07/17/2024	ACH2905	CalPERS - Retirement	\$9,095.12
07/17/2024	ACH2906	Nationwide Retirements Solutions	\$9,504.77
07/19/2024	52768	Calcon System, Inc.	\$6,760.00
07/19/2024	52769	De Lay & Laredo	\$4,923.50
07/19/2024	52770	Fastenal Company	\$315.02
07/19/2024	52771	Iconix Waterworks (US) Inc.	\$8,734.46
07/19/2024	52772	InfoSend	\$3,528.82
07/19/2024	52773	Kevin Castro	\$250.00
07/19/2024	52774	Mission Uniform Service	\$499.71
07/19/2024	52775	Reliable Translations	\$449.46
07/19/2024	52776	State Water Resources Control Board-DWOCP	\$60.00
07/19/2024	52777	Toro Petroleum Corp.	\$1,613.46
07/19/2024	52778	Troy Quick	\$102.84
07/19/2024	ACH2907	ADP	\$2,244.85
07/22/2024	ACH2908	Sterling Administration Health	\$115.00
07/22/2024	ACH2909	Sterling Administration Health	\$35.00
07/24/2024	52804	JENNIFER & HAROLD LUSK	\$3.68
07/29/2024	52779	A-1 Services	\$504.00
07/29/2024	52780	Ace Hardware (Johnson Lumber Co.)	\$638.10
07/29/2024	52781	ACWA/JPIA	\$11,788.71
07/29/2024	52782	Amazon Capital Services	\$52.33
07/29/2024	52783	Anne Muraski	\$13,392.50
07/29/2024	52784	AT&T	\$319.30
07/29/2024	52785	Atlas Copco Compressors LLC	\$1,143.22
07/29/2024	52786	Auto Tech Service Center, Inc.	\$140.00
07/29/2024	52787	Barry Kelly	\$200.00
07/29/2024	52788	Bazilio Hernandez	\$171.75
07/29/2024	52789	Brenntag Pacific, Inc.	\$68,422.18
07/29/2024	52790	Corbin Willits Systems, Inc. (MOM's)	\$162.00
07/29/2024	52791	exceedio	\$3,856.82
07/29/2024	52792	Frisch Engineering Inc.	\$16,440.00

07/29/2024	52793	Grainger, Inc.	\$181.72
07/29/2024	5279451481	Mark Nicholson, Inc.	\$15,783.19
07/29/2024	52795	Mc Master-Carr	\$42.46
07/29/2024	52796	Mission Uniform Service	\$443.00
07/29/2024	52797	MuniQuip, LLC	\$957.39
07/29/2024	52798	Postal Graphics	\$25.40
07/29/2024	52799	Star Concrete	\$1,760.02
07/29/2024	52800	Underground Service Alert North 811	\$543.97
07/29/2024	52801	USA Blue Book	\$1,413.82
07/29/2024	52802	Verizon Wireless	\$581.24
07/29/2024	52803	Wallace Group	\$44,298.75
07/29/2024	ACH2910	CalPERS - Retirement	\$23.08
07/29/2024	ACH2911	CalPERS - Retirement	\$7,789.23
07/29/2024	ACH2912	CalPERS - Retirement	\$9,406.44
07/29/2024	ACH2913	CalPERS - Health Insurance	\$31,834.74
07/29/2024	ACH2914	Nationwide Retirements Solutions	\$9,504.78
07/29/2024	ACH2915	P G & E	\$38,580.98
07/30/2024	52806	All American Mailing, Inc.	\$3,398.13
07/30/2024	52807	Sharp Engineering and Construction, Inc.	\$49,772.00

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**-\$1,902,042.16**

3. Receive Associate Engineer Monthly Status Report. (Pulled to New Business I3)
4. Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.
5. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
6. Receive General Manager Monthly Status Report.

Director Parker requests to pull item H3, Engineering Services Monthly Status Report, to new business for discussion, making the item I3. President Mauro then asked for public comment and upon receiving none, President Mauro requested a motion to approve the consent agenda. Upon a motion made by Director Alcorn to approve the Consent Agenda with Director Parker's request, seconded by Director Brown, for which President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (MA), yes; (JB), yes; and (EM) yes; the motion carried 5-0.

#### **I. NEW BUSINESS:**

1. **Authorize The General Manager to Amend Section 11: Stipend Pay Of The Recently Adopted Union Benefits Contract to Increase The Stipend Amount to \$100. (Not A Project As Defined By The California Environmental Quality Act Per Article 20, Section 15378)**

General Manager Lander reported on this item, stating that although union negotiations were recently finished he sees great value in the items that are eligible to receive stipend pay. Mr. Lander brought up notary and spanish speaking, both of which are great assets to the district. The District utilizes it's in office notary quite often and therefore doesn't have to pay an outside notary to come out. As for the District's in house spanish speaker, she has been a great resource for spanish speaking customers and has begun assisting in

getting Sunnyslope's website translated. Director Alcorn questioned the process in adding additional stipends to the list, to which Mr. Lander assured him that no stipends can be added to the list without board approval.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Parker made a motion to authorize the General Manager to amend Section 11: Stipend Pay of the recently adopted union benefits contract to increase the stipend amount to \$100. This motion was seconded by Director Brown for which President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (MA) yes; (JB), yes; and (EM), yes; the motion carried 5-0.

**2. Authorize the General Manager To File A Notice Of Statutory Exemption Under State Code No. 15306 For The Planning And Design Of The Sunnyslope Consolidation Minimum Health & Safety Water System Improvements.**

General Manager Lander reported on this item, stating that the State Water Resources Control Board recommended the District apply for additional grant funding to cover expenses for several deficient water infrastructure items. It is a requirement that every action taken requires some sort of CEQA determination, therefore at this time the District is only going after grant money for the planning and design of the items we need to replace. This item was brought to the board seeking approval to file a notice of exemption, it has been determined there is no risk to the district in doing so.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Alcorn made a motion to authorize the General Manager to file a notice of statutory exemption under State Code No. 15306 for the planning and design of the Sunnyslope consolidation minimum health & safety water system improvements. This motion was seconded by Director Brown for which President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (MA) yes; (JB), yes; and (EM), yes; the motion carried 5-0.

**3. Receive and Accept Associate Engineer Monthly Status Report.**

Vice President Director Parker pulled this item from the consent agenda with a couple questions for the District's Principal Engineer, Robert Hillebrecht. Director Parker questioned the "Capital Improvement Planning and Capacity Fees" section of Mr. Hillebrecht's report, asking where that information was available to ratepayers. Mr. Hillebrecht replied that the capital projects are still in draft form, but when they are finalized, they will be uploaded to the website with full project details and intentions. General Manager Lander commented that the finalized version will most likely be brought back to the board as well, but most of the projects have already been presented when presenting the District's 5-year plan.

Director Parker also questioned the "Active Developments" portion of the Engineering monthly status report where it refers to two different incidents of water theft, questioning if it was the same developer who committed both the offenses. General Manager Lander replied that thanks to Mr. Hillebrecht rejoining the District, he can keep on top of ensuring developers are taking the correct measures in connecting water services. It was discovered at the West of Fairview Expansion Phase 2 development, the superintendent wasn't properly patrolling the work and the plumbers weren't installing meters correctly. Therefore, a couple homes within the subdivision were built completely without paying for any water. Then District staff discovered 15 lots at the Twin Oaks development that had no meters on the water service connections. General Manager Lander continued by informing the board that both those subdivisions were issued fines for water theft.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Alcorn made a motion to receive and accept the Associate Engineer's monthly status report. This motion was seconded by Director Parker for which President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (MA) yes; (JB), yes; and (EM), yes; the motion carried 5-0.

## J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (No Meeting)
  - a. **Local Agency Formation Commissions (LAFCO):** (Meeting held August 8<sup>th</sup>, 2024) President Mauro reported on the August 8<sup>th</sup>, 2024, LAFCO meeting where they discussed possibly bringing in special districts. Sunnyslope's portion of the LAFCO budget for 2024/2025 would be a maximum of \$6,237 and a letter of intention would need to be presented by October 1<sup>st</sup>, 2024, if the District wants to participate. There are a total of 9 special districts and as soon as they get 5 out of the 9 to agree then it automatically gets approved and special districts will become a part of LAFCO. President Mauro requested bringing this item to the board to discuss how joining LAFCO will affect the District and also ratepayers' views of the District since this could put Sunnyslope in a more political hotseat.
2. **Water/Wastewater Committee:** (Meeting held August 14<sup>th</sup>, 2024) Vice President Director Parker reported on this committee meeting, stating that the committee met with Mr. Marty Miller, the developer for twin oaks, who was seeking negotiations on adjusting connection fees for the 55+ community. Mr. Miller's argument is that the senior community will have less tenants per household and use less water, but with the District's tiered pricing structure customers who utilize less water will already see the pricing difference in their rates.
3. **Finance Committee:** (No Meeting.)
4. **Policy and Procedure Committee:** (No meeting.)
5. **Personnel Committee:** (No Meeting.)
6. **Water Resources Association of San Benito County (WRA):** (Meeting held August 1<sup>st</sup>, 2024.) Director Alcorn reported on this committee meeting, informing the board that the new WRA Manager was introduced, and she seemed to be very well versed in the program. Additionally, several grants were received, making the current budget for their water conservation programs around \$200,000.

## K. BOARD and STAFF REPORTS

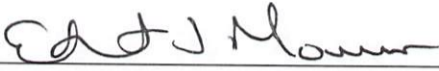
1. **Directors:** President Mauro reported on a meeting held August 26<sup>th</sup>, 2024, between himself and Jeff Cattaneo, the interim General Manager of San Benito County Water District. President Mauro reported that Mr. Cattaneo asked for a meeting to discuss a number of items regarding district operations, past issues, and upcoming intended projects, including the ADROP project. Mr. Mauro suggested Mr. Cattaneo coming to Sunnyslope's Board and doing a full report on the ADROP project and also discussing a process of creating an MOU to be used in working together on future projects, to which Mr. Cattaneo agreed and requested a special meeting to do so. Director Buzzetta and Director Alcorn commented that there is already a process in handling these matters in place and neither approved of Mr. Cattaneo meeting with the President as opposed to the governance committee to discuss such matters.
2. **District Counsel:** No Report.
3. **General Manager:** General Manager Lander reported that the Fairview corner's maps did receive approval by the Board of Supervisors, so Sunnyslope will be recording the acceptance of the sewer improvements from Cielo Vista to the incoming college. Additionally, Gavilan college will be granting the District an agreed upon easement to be utilized for future water and sewer connections. Mr. Lander continued by reporting on new Chromium 6 regulations put out by the Water Board, stating that the District wells are in pretty good shape and have only required slight adjustments to be within compliance. In addition to the Chromium 6, Cryptosporidium is an algae in the San Luis

lake and although Sunnyslope does not have a history of that being a concern, testing is still required. It is essential to commit to testing the water supply for these items, but it does come at a significant cost to the District that Mr. Lander wanted to forewarn the Board of.

L. **FUTURE AGENDA ITEMS:** LAFCO discussions, inviting Jeff Cattaneo to present to the board.

M. **ADJOURNMENT:** President Mauro adjourned the meeting at 6:14 p.m.

APPROVED BY THE BOARD:

  
\_\_\_\_\_  
Edward J. Mauro, President

RESPECTFULLY SUBMITTED:

  
\_\_\_\_\_  
Drew A. Lander, Secretary