

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**December 19<sup>th</sup>, 2023**

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

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

**Absent:** Director Mike Alcorn (MA).

**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. Conference with Legal Counsel – Pending Litigation (§ 54956.9):**

*County of San Benito vs. SSCWD, San Benito County Superior Court Case No. CU-20-00068*

**2. Public Employee Performance Review (§ 54957)**

*General Manager*

President Brown retired to closed session at 4:32 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 5:17 p.m.

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

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

**1. December 8<sup>th</sup>, 2023 Special Meeting- Conference with Legal Counsel – Pending Litigation (§ 54956.9):**

*County of San Benito vs. SSCWD, San Benito County Superior Court Case No. CU-20-00068*  
– General Direction given and no action was taken.

**2. December 8<sup>th</sup>, 2023 Regular Meeting - Conference with Legal Counsel – Potential Litigation (§ 54956.9(d)):**

*Urban Area Water Supply & Treatment Agreement* – General Direction given to the General Manager and no action was taken.

**3. December 19<sup>th</sup>, 2023 Regular Meeting - Conference with Legal Counsel – Pending Litigation (§ 54956.9):**

*County of San Benito vs. SSCWD, San Benito County Superior Court Case No. CU-20-00068,*  
General Direction given.

**4. December 19<sup>th</sup>, 2023 Regular Meeting - Public Employee Performance Review (§ 54957):**

*General Manager-* Item moved to the January agenda.

**F. APPROVAL OF AGENDA:** Upon a motion made to approve the agenda by Director Mauro, seconded by Director Parker, for which President Brown then took a roll call vote as follows: (JB), yes; (EM), yes; (JP), yes; (DB), yes; the motion carried 4-0 with 1 absent (MA).

**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.

**H. CONSENT AGENDA:**

1. Approval of Minutes of the Regular Board Meeting of October 17<sup>th</sup>, 2023 and November 21<sup>st</sup>, 2023
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of November 1, 2023 through November 30, 2023, totaling \$1,133,288.06 which includes \$414,871.13 for payments to vendors, \$268,573.21 for Payroll, \$447,647.05 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,817.67 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
11/02/2023	ACH2730	P G & E	\$28,295.63
11/02/2023	JN00521	Net Pay	\$68,772.45
11/02/2023	JN00521	Total Tax	\$18,097.91
11/06/2023	51862	Ace Hardware (Johnson Lumber Co.)	\$245.93
11/06/2023	51863	Agile Occupational Medicine, PC	\$40.00
11/06/2023	51864	Auto Tech Service Center, Inc.	\$185.00
11/06/2023	51865	Badger Meter, Inc.	\$2,597.69
11/06/2023	51866	Brenntag Pacific, Inc.	\$71,438.90
11/06/2023	51867	Central Ag Supply LLC	\$779.27
11/06/2023	51868	City of Hollister-Finance Dept	\$447,647.05
11/06/2023	51869	exceedio	\$1,012.60
11/06/2023	51870	Grainger, Inc.	\$611.22
11/06/2023	51871	Hach Company	\$816.21
11/06/2023	51872	Iconix Waterworks (US) Inc.	\$7,417.33
11/06/2023	51873	J M Electric	\$1,419.50
11/06/2023	51873	J M Electric Reversal	-\$1,419.50
11/06/2023	51874	John Smith Road Landfill	\$331.32
11/06/2023	51875	Mc Gilloway, Ray, Brown & Kaufman	\$8,820.00
11/06/2023	51876	Mission Uniform Service	\$402.04
11/06/2023	51877	Petty Cash	\$35.00
11/06/2023	51878	Quinn Company	\$1,240.62
11/06/2023	51879	Ryan Herco Flow Solutions	\$704.77
11/06/2023	51880	San Benito County Water District	\$379.00
11/06/2023	51881	San Benito Engineering & Surveying Inc.	\$2,880.00
11/06/2023	51882	Star Concrete	\$1,136.21
11/06/2023	51883	TPO	\$1,586.00
11/06/2023	51884	U.S. Bank Corporate Payment Systems	\$5,732.50
11/06/2023	ACH2731	Principal	\$2,987.66
11/08/2023	ACH2732	iCloud	\$12,739.25
11/09/2023	ACH2733	Sterling Administration Health	\$35.00
11/10/2023	ACH2734	ADP	\$2,221.35
11/13/2023	51885	ACC Business	\$1,323.29

11/13/2023	51886	Ace Hardware (Johnson Lumber Co.)	\$502.61
11/13/2023	51887	Auto Tech Service Center, Inc.	\$2,110.00
11/13/2023	51888	Brenntag Pacific, Inc.	\$15,746.07
11/13/2023	51889	Brigantino Irrigation	\$102.27
11/13/2023	51890	Employee Relations, Inc.	\$28.15
11/13/2023	51891	J M Electric	\$751.50
11/13/2023	51892	Michael Vargas Garcia	\$250.00
11/13/2023	51893	Mission Uniform Service	\$605.54
11/13/2023	51894	O'Reilly Auto Parts	\$148.72
11/13/2023	51895	Recology San Benito County	\$342.91
11/13/2023	51896	San Benito Tire Pros & Automotive	\$60.00
11/13/2023	51897	Star Concrete	\$391.12
11/13/2023	51898	Toro Petroleum Corp.	\$3,295.71
11/13/2023	51899	True Value Hardware	\$26.86
11/13/2023	51900	LINDA & MICHAEL WARD	\$128.00
11/13/2023	51901	S PETERSON/BRUCE & PAIGE HARRIS	\$350.00
11/13/2023	51920	KEITH & GRACIELA BREWER	\$217.90
11/14/2023	ACH2735	Colonial Life	\$1,863.36
11/16/2023	ACH2736	Sterling Administration Health	\$134.00
11/16/2023	ACH2737	Nationwide Retirements Solutions	\$9,156.61
11/17/2023	JN00522	Net Pay	\$69,928.81
11/17/2023	JN00522	Total Tax	\$18,208.80
11/20/2023	51902	Ace Hardware (Johnson Lumber Co.)	\$71.04
11/20/2023	51903	Badger Meter, Inc.	\$39,825.18
11/20/2023	51904	Brenntag Pacific, Inc.	\$1,735.29
11/20/2023	51905	Bryan Mailey Electric, Inc	\$3,942.67
11/20/2023	51906	Calcon System, Inc.	\$5,093.00
11/20/2023	51907	De Lay & Laredo	\$7,626.50
11/20/2023	51908	EBCO Pest Control	\$75.00
11/20/2023	51909	Geotech Environmental Equipment, Inc.	\$6,526.74
11/20/2023	51910	John Smith Road Landfill	\$70.29
11/20/2023	51911	Marie Peterson	\$2,400.00
11/20/2023	51912	Mc Master-Carr	\$189.94
11/20/2023	51913	Meter, Valve & Control	\$67,073.87
11/20/2023	51914	Mission Uniform Service	\$1,072.22
11/20/2023	51915	North Bay Pensions, LLC	\$1,200.00
11/20/2023	51916	Streamline	\$3,600.00
11/20/2023	51917	Toro Petroleum Corp.	\$1,831.67
11/20/2023	51918	UWUA Local 820	\$784.72
11/20/2023	51919	Veolia Water Technologies	\$67,893.53
11/20/2023	ACH2738	CalPERS - Retirement	\$23.08
11/20/2023	ACH2739	CalPERS - Retirement	\$23.08
11/20/2023	ACH2740	CalPERS - Retirement	\$7,563.64
11/20/2023	ACH2741	CalPERS - Retirement	\$8,409.80
11/20/2023	ACH2742	CalPERS - Retirement	\$7,757.71
11/20/2023	ACH2743	CalPERS - Retirement	\$7,602.36
11/20/2023	ACH2744	Nationwide Retirements Solutions	\$9,387.38
11/20/2023	ACH2745	CalPERS - Health Insurance	\$25,509.02
11/27/2023	51736	SELAM TEKLE & ALEM BERHANE	\$9.51
11/27/2023	51921	A-1 Services	\$403.00
11/27/2023	51922	Abel Alvarez	\$250.00
11/27/2023	51923	Brenntag Pacific, Inc.	\$27,373.60
11/27/2023	51924	Central Ag Supply LLC	\$320.99

11/27/2023	51925	Corbin Willits Systems, Inc. (MOM's)	\$150.00
11/27/2023	51926	InfoSend	\$3,429.05
11/27/2023	51927	Rain for Rent	\$7,718.49
11/27/2023	51963	THOMAS P SWARTS	\$38.76
11/27/2023	51964	JARED & HEATHER BISHOP	\$37.36
11/27/2023	51965	LENNARD J DAVID	\$150.00
11/27/2023	51966	FRANCISCO GARFIAS MEDINA	\$186.02
11/27/2023	51967	CRAIG & C/O MARK GUERRA	\$69.59
11/27/2023	51969	GRAHAM CONTRACTORS INC,	\$537.90
11/27/2023	ACH2746	Sterling Administration Health	\$373.29
11/30/2023	51962	ARMANDO GONZALEZ & MARISSA NEWTON	\$92.63

---

**-\$1,133,288.06**

---

3. Receive Associate Engineer Monthly Status Report. (November Report Not Available)
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.
7. Receive the ACWA/JPIA President's Special Recognition Award for Continuing to Maintain a Safe and Healthy Workplace. (Not a Project Under CEQA per Article 20, Section 15378)

Director Buzetta requested to pull item H-4, Finance Manager Monthly Status Reports, to discuss operations and asked for it to be moved to New Business I-4. President Brown asked for public comment and upon receiving none, President Brown requested a motion to approve the consent agenda. Upon a motion made by Director Parker to approve the Consent Agenda with Director Buzetta's request, seconded by Director Mauro, for which President Brown then took a roll call vote as follows: (JP), yes; (EM), yes; (JB), yes; and (DB) yes; the motion carried 4-0 with 1 absent (MA).

**I. NEW BUSINESS:**

- 1. Take Appropriate Action To Elect A President And Vice-President Of The Board Of Directors, And President To Assign Director Duties To Standing District Committees For 2024. (Not A Project Under CEQA Per Article 20, Section 15378)**

General Manager/Secretary Lander stated that the Board of Directors annually elects one of the five Board of Directors to serve as the President of the Board and a second Director to serve as the Vice President of the Board. The President of the Board then assigns Directors to serve on the four standing committees, the Water Resources Agency, the Association of California Water Agency Joint Powers Insurance Authority, and to perform check signing responsibilities on behalf of the District. Director Dee Brown served as President and Director Ed Mauro has served as Vice President for 2023.

Director Buzetta nominated Director Mauro as President, and Director Mauro accepted the nomination. The motion was seconded by Director Parker, Director Brown then took a roll call vote as follows: (JP), yes; (EM), yes; (JB) yes; and (DB) yes; the motion carried 4-0 with 1 absent (MA).

President Mauro assumed his role as President by switching seats with former President Brown and took over conducting the remainder of the meeting.

Director Buzzetta nominated Director Parker for Vice-President; Director Parker accepted the nomination. The motion was seconded by Director Mauro who then took a roll call vote as follows: (JP), yes; (JB), yes; (EM) yes; and (DB) yes; the motion carried 4-0 with 1 absent (MA).

President Mauro assigned Directors to the following committees or as agency representatives:

- Finance Committee – Jerry Buzzetta & Ed Mauro (Alternate – Mike Alcorn)
- Water/Wastewater Committee – Jerry Buzzetta & Jim Parker (Alternate – Ed Mauro)
- Employee & Personnel Committee – Ed Mauro & Dee Brown (Alternate –Mike Alcorn)
- Policy and Procedures Committee – Jim Parker & Dee Brown (Alternate Jerry Buzzetta)
- Water Resources Agency – Mike Alcorn (Alternate – Jim Parker)
- ACWA/JPIA Board Representative – Mike Alcorn (Alternate – Dee Brown)
- District Check Signing Responsibility for 2023 –
  - First quarter – Jim Parker;                      ○ Third quarter – Dee Brown
  - Second quarter – Mike Alcorn;                      ○ Fourth quarter – Jerry Buzzetta

**2. Board Will Review The 2024 Calendar And Modify The Meeting Schedule For The Coming Year As Needed Beginning With Regularly Schedule Board Meetings To Be Scheduled On The 3rd Tuesday Of The Month. Board Will Approve by Motion All Changes To The Calendar. (Not A Project Under CEQA Per Article 20, Section 15378)**

General Manager Lander brought this item to the board to review all the board meetings scheduled in 2024 and give the directors a chance to make adjustments as necessary. Director Mauro requested that the May meeting be moved from May 21<sup>st</sup> to the 14<sup>th</sup>.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Brown made a motion to change May 2024's meeting from May 21<sup>st</sup> to May 14<sup>th</sup>. This motion was seconded by Director Buzzetta for which President Mauro then took a roll call vote as follows: (JB), yes; (DB), yes; (JP) yes; and (EM) yes; the motion carried 4-0 with 1 absent (MA).

**3. Consider Accepting The San Benito Urban Areas Water Supply And Treatment Master Plan Update, Previously Referred To As The Water Supply Master Plan Update, As A Water Supply Plan Update Of The Hollister Urban Area Water & Wastewater Master Plan Prepared On Behalf Of The San Benito County Water District, City Of Hollister, And Sunnyslope County Water District.**

San Benito County Water District's General Manager Steve Wittry introduced himself and presenter Holly Kennedy, from consulting engineering firm HDR, who worked on the original Master Plan and it's updates along the way. Miss Kennedy gave a power point presentation of the Hollister Urban Area Water & Wastewater Master Plan. This presentation included the key objectives of the Master Plan, which entails continually working towards improving drinking and recycled water quality goals. There was much

discussion amongst the Board with Holly Kennedy and Steve Wittry regarding a variety of components that are involved in the Master Plan, but a key topic of discussion was the increased operating costs that come with improved water quality.

Presenter Holly Kennedy was discussing the impact that 80% or 90% imported surface water would have on hardness and overall water quality, which lead Director Buzzetta to open discussion on cost vs. benefit in the matter. As presented, the drinking water meets all primary federal and state drinking water regulations, but the high mineral content still creates issues in taste, odor and household appliance longevity. Since the Master Plan aims to improve water quality and implement water supply options to increase dry year water supply reliability, utilizing the full allocation from CVP in a full allocation year is going to be critical in maintaining our allocation numbers in the years following. The CVP uses the last 3 full allocation years to determine future allocation numbers, therefore utilizing a full allocation ensures drought years with less allocation will still get a fair amount of water. Although utilizing the full allocation increases operation costs, at a tune of an additional \$1 million, if spot market water had to be purchased in drought years prices are double per acre foot.

Presenter Holly Kennedy additionally presented on the different surface and groundwater storage concepts as well as the capital improvement programs that are suggested within the Master Plan.

The Board decided to receive this item and move forward at this time without a motion.

#### **4. Finance Manager Monthly Status Report Discussion.**

Director Buzzetta had this item pulled from the consent agenda to discuss the increase in operation costs that are attributed to inflation and both water treatment plants being run at full capacity. Director Buzzetta brings attention to the "Statements of a. Operations, b. Income, c. Investment, and d. Board Designated Reserves" to emphasize the impact that running both plants is having on the district financially. With the district working on a rate study, Director Buzzetta also discusses how the increased costs will affect customer rates and expresses his concern for potential customer dissatisfaction. General Manager Lander explains how utilizing the full allocation of water for the year will increase the allocation on drought years, ensuring we have enough water for our customers and won't have to purchase water at spot market prices. Director Mauro and Mr. Lander had back and forth discussion on the unknowns of utilizing the full allocation this year, with a possibility of receiving a full allocation next year as well.

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 approve the Finance Manager's monthly status reports. This motion was seconded by Director Brown for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (JP) yes; and (EM) yes; the motion carried 4-0 with 1 absent (MA).

#### **J. BOARD COMMITTEE and STATUS REPORTS**

1. **Governance Committee:** (No meeting)
2. **Water/Wastewater Committee:** (No Meeting)
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 December 7<sup>th</sup>- General Manager Lander reported that Sean Novack is working towards acquiring more grant money for the lawn buyout project to be able to make funds available to commercial properties.)

**K. BOARD and STAFF REPORTS**

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:** GM Lander reported the current progress with the City sewer contract for Cielo Vista, indicating it is moving forward and the board will soon be seeing a number of resolutions pertaining to the project. In addition to Cielo Vista, Gavilan college is hopefully going to be connected to sewer by July. Mr. Lander also reported that the rate model is still making progress and he is working towards bringing a Best Road Mutual contract in front of the board soon to have Wallace Group manage construction.

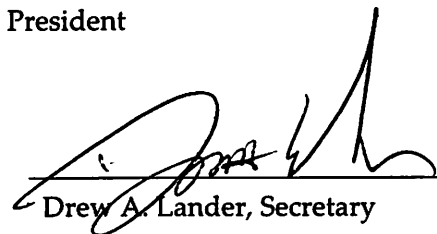
**L. FUTURE AGENDA ITEMS:** Willow Landing Development Agreement, Fairview Corners Development Agreement, Gavilan College Development Agreement

**M. ADJOURNMENT:** President Mauro adjourned the meeting at 8:35 p.m.

**APPROVED BY THE BOARD:**

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

**RESPECTFULLY SUBMITTED:**

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