

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**January 28<sup>th</sup>, 2025**

**A. CALL TO ORDER:** The meeting was called to order at 4:45 p.m. by Director Buzzetta, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

**ROLL CALL: Present in Person:** Vice President Jerry Buzzetta (JB), Director Edward Mauro (EM), Director Dee Brown (DB), Director Orlando Martinez (OM).

**Absent:** President Michael 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- Potential Litigation (§ 54956.9(b)):**

- i. *CVRA Demand Letter- Shenkman & Hughes, PC*
- ii. *San Benito Foods Operation and Maintenance Contract*

President Mauro retired to closed session at 4:45 p.m. and upon returning to the regular session, moved to take a brief recess at 5:15 p.m. The meeting was reconvened to open session at 5:17 p.m.

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

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

**1. Conference with Legal Counsel- Potential Litigation (§ 54956.9(b)):**

- i. *Southwest Voter Registration Education Project v. Sunnyslope County Water District (Case No. CU-24-00329, San Benito County Superior Court)-* District counsel Michael Laredo provided a status report, and no reportable action was taken.
- ii. *Joseph Vallejo, Victor Espericueta, and Christopher Jones v. the Neil Jones Food Company dba San Benito Foods (Case No. 5:24-cv-06835-VKD, Federal District Court, North District of California)-* District counsel Michael Laredo provided a status report, and no reportable action was taken.

**F. APPROVAL OF AGENDA:** Vice President Buzzetta requested a motion to approve the agenda. Director Mauro motioned to approve the agenda, seconded by Director Brown, for which Vice President Buzzetta took a roll call vote as follows: (OM), yes; (EM), yes; (DB), yes; and (JB), yes; the motion carried 4-0 with 1 absence.

**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. Douglas Johnson, president of National Demographics Corporation, is present via zoom to answer any questions pertaining to agenda Item I-1, but no comments were received at this time.

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

**H. CONSENT AGENDA:**

1. Approval of Minutes for:  
Regular Board Meeting of December 17<sup>th</sup>, 2024.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of December 1, 2024 through December 31, 2024, totaling \$2,211,892.98 which includes \$722,225.58 for payments to vendors, \$316,078.44 for Payroll, and \$446,120.75 paid to the City of Hollister for collection of City sewer billings (net of our fees).

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Amount</b>
12/2/2024	53228	Ace Hardware (Johnson Lumber Co.)	100.45
12/2/2024	53229	Acrison	2,946.57
12/2/2024	53230	Amazon Capital Services	307.68
12/2/2024	53231	Auto Tech Service Center, Inc.	760.00
12/2/2024	53232	Brenntag Pacific, Inc.	49,613.19
12/2/2024	53233	Frisch Engineering Inc.	2,497.50
12/2/2024	53234	Hach Company	950.33
12/2/2024	53235	Iconix Waterworks (US) Inc.	341.24
12/2/2024	53236	Mc Gilloway, Ray, Brown & Kaufman	5,400.00
12/2/2024	53237	Mission Uniform Service	417.65
12/2/2024	53238	Palace Business Solutions	76.80
12/2/2024	53238	Palace Business Solutions Reversal	-76.80
12/2/2024	53239	San Benito County Water District	353,376.71
12/2/2024	53241	State Water Resources Control Board-DWOC	90.00
12/2/2024	53242	State Water Resources Control Board-DWOC	90.00
12/2/2024	53243	USA Blue Book	33.88
12/2/2024	53244	Verizon Wireless	563.97
12/2/2024	53245	Wallace Group	38,515.00
12/2/2024	53246	Wright Bros. Welding & Sheet Metal, Inc.	147.45
12/2/2024	ACH3012	Sterling Administration Health	15.22
12/2/2024	ACH3013	Sterling Administration Health	85.00
12/5/2024	ACH3014	Principal	3,440.25
12/6/2024	ACH3015	P G & E	68,309.37
12/9/2024	53247	A-1 Services	504.00
12/9/2024	53248	ACC Business	1,331.84
12/9/2024	53249	Ace Hardware (Johnson Lumber Co.)	699.55
12/9/2024	53250	Amazon Capital Services	1,071.31
12/9/2024	53251	Brenntag Pacific, Inc.	33,467.45
12/9/2024	53252	Brigantino Dirt Works CL#1095515	9,230.30
12/9/2024	53253	Brigantino Irrigation	32.24
12/9/2024	53254	City of Hollister-Finance Dept	446,120.75
12/9/2024	53255	Clean Brothers	150.00
12/9/2024	53256	EBCO Pest Control	75.00
12/9/2024	53257	Frisch Engineering Inc.	740.00
12/9/2024	53258	Maggiore Bros. Drilling, Inc.	60,057.10
12/9/2024	53259	Mark Nicholson, Inc.	11,189.00
12/9/2024	53260	Mission Uniform Service	465.43
12/9/2024	53261	Platt	296.04
12/9/2024	53262	QA Constructors, Inc.	52,000.00
12/9/2024	53263	Quinn Company	5,974.98
12/9/2024	53264	Recology San Benito County	357.64
12/9/2024	53265	San Benito County Water District	286.50
12/9/2024	53266	Simplot Grower Solutions	1,100.90
12/9/2024	53267	Star Concrete	258.92
12/9/2024	53268	State Water Resources Control Board-DWOC	90.00
12/9/2024	53269	Toro Petroleum Corp.	1,192.61
12/9/2024	ACH3016	iCloud	13,161.20
12/11/2024	53272	PG&E Payment Research	1,997.55

12/11/2024	ACH3017	Colonial Life	2,807.61
12/12/2024	JN00706	Net Pay	82,864.91
12/12/2024	JN00706	Total Tax	22,009.75
12/13/2024	53273	Running Rooster	2,929.00
12/15/2024	JN00680	Net Pay	83,150.09
12/15/2024	JN00680	Total Tax	20,166.34
12/15/2024	JN00699	Net Pay	-83,150.09
12/15/2024	JN00699	Total Tax	-20,166.34
12/18/2024	53277	Ace Hardware (Johnson Lumber Co.)	197.16
12/18/2024	53278	Agile Occupational Medicine, PC	70.00
12/18/2024	53279	Amazon Capital Services	111.85
12/18/2024	53280	Aquatrax	3,500.00
12/18/2024	53281	Brenntag Pacific, Inc.	47,078.23
12/18/2024	53282	Brigantino Irrigation	621.96
12/18/2024	53283	Calcon System, Inc.	1,906.50
12/18/2024	53284	Calif. Special Districts Association	9,548.00
12/18/2024	53285	Design Line & Granger Printing	1,056.52
12/18/2024	53286	DXP Enterprises, Inc.	1,888.16
12/18/2024	53287	Edward Mauro	147.79
12/18/2024	53288	exceedio	1,508.29
12/18/2024	53289	Hach Company	1,662.79
12/18/2024	53290	ICON Cloud Solutions, LLC	291.16
12/18/2024	53291	Iconix Waterworks (US) Inc.	16,585.42
12/18/2024	53292	InfoSend	3,939.99
12/18/2024	53293	Jerry Buzzetta	308.89
12/18/2024	53294	Kruger	77,356.10
12/18/2024	53295	MBS Business Systems	709.92
12/18/2024	53296	Mission Uniform Service	883.08
12/18/2024	53297	O'Reilly Auto Parts	104.29
12/18/2024	53298	Plangrid, Inc.	990.00
12/18/2024	53299	Postal Graphics	37.02
12/18/2024	53300	Rain for Rent	494.99
12/18/2024	53301	Star Concrete	2,183.22
12/18/2024	53302	State Water Resources Control Board-AFRS	28,205.00
12/18/2024	53303	State Water Resources Control Board-AFRS	3,945.00
12/18/2024	53304	State Water Resources Control Board-AFRS	881.00
12/18/2024	53305	Sterling Administration Health	182.50
12/18/2024	53306	Trans Union LLC	157.05
12/18/2024	53307	U.S. Bank Corporate Payment Systems	5,714.69
12/18/2024	53309	USA Blue Book	4,707.92
12/18/2024	53310	UWUA Local 820	1,061.68
12/19/2024	53311	Sharp Engineering and Construction, Inc.	6,240.00
12/19/2024	ACH3018	CalPERS - Retirement	291.50
12/19/2024	ACH3019	CalPERS - Retirement	4,953.25
12/19/2024	ACH3020	CalPERS - Retirement	8,297.10
12/19/2024	ACH3021	CalPERS - Retirement	9,029.11
12/19/2024	ACH3022	CalPERS - Health Insurance	36,096.33
12/20/2024	ACH3023	CalPERS - Retirement	162.18
12/20/2024	ACH3024	ADP	2,335.02
12/20/2024	ACH3025	Nationwide Retirements Solutions	8,944.81
12/23/2024	ACH3026	Sterling Administration Health	35.00
12/24/2024	53312	BLACH CONSTRUCTION	1,135.51
12/26/2024	JN00709	Net Pay	78,444.18
12/26/2024	JN00709	Total Tax	20,351.48
12/31/2024	53314	ACC Business	1,331.84
12/31/2024	53315	Ace Hardware (Johnson Lumber Co.)	123.69
12/31/2024	53316	Amazon Capital Services	897.05
12/31/2024	53317	Assoc. of Calif. Water Agencies (ACWA)	26,030.00
12/31/2024	53318	Brenntag Pacific, Inc.	36,389.54

12/31/2024	53319	Central Ag Supply LLC	592.91
12/31/2024	53320	Clean Brothers	150.00
12/31/2024	53321	CM Analytical, Inc.	10,982.25
12/31/2024	53322	Corbin Willits Systems, Inc. (MOM's)	162.00
12/31/2024	53323	CWEA Membership- TCP	116.00
12/31/2024	53324	De Lay & Laredo	2,300.00
12/31/2024	53325	Don Chapin Co. Inc., The	270.00
12/31/2024	53326	exceedio	3,989.70
12/31/2024	53327	Frisch Engineering Inc.	23,144.40
12/31/2024	53328	Hollister Auto Parts, Inc.	353.77
12/31/2024	53329	Hollister True Value	20.75
12/31/2024	53330	John Smith Road Landfill	1,264.45
12/31/2024	53331	Mc Gilloway, Ray, Brown & Kaufman	8,641.00
12/31/2024	53332	Michael Alcorn	650.65
12/31/2024	53333	Mission Uniform Service	391.73
12/31/2024	53334	New SV Media, Inc. (was So. Valley News.)	366.60
12/31/2024	53335	San Benito County Water District	374,091.50
12/31/2024	53337	San Benito Tire Pros & Automotive	1,014.14
12/31/2024	53338	Toro Petroleum Corp.	2,309.59
12/31/2024	53339	ULINE	1,454.47
12/31/2024	53340	Verizon Wireless	560.01
12/31/2024	53341	Wright Bros. Welding & Sheet Metal, Inc.	5,356.13
12/31/2024	53342	Zoom Video Communications, Inc.	559.90
12/31/2024	ACH3027	CalPERS - Retirement	162.18
12/31/2024	ACH3028	CalPERS - Retirement	8,332.93
12/31/2024	ACH3029	CalPERS - Retirement	9,364.07
12/31/2024	ACH3030	Nationwide Retirements Solutions	15,705.05

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**-\$2,211,892.98**

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3. Receive Engineering Services Monthly Status Report.
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.

Vice President Buzzetta requested to have discussion on items H-3, Engineer Monthly Status Report, and H-4, Finance Manager Monthly Status Report, from the consent agenda. Vice President Buzzetta then asked for public comment and upon receiving none, Vice President Buzzetta requested a motion to approve the consent agenda items 1, 2, 5 and 6. Upon a motion made by Director Mauro to approve the aforementioned consent agenda items, seconded by Director Brown, for which Vice President Buzzetta then took a roll call vote as follows: (OM), yes; (EM), yes; (DB), yes; and (JB) yes; the motion carried 4-0 with one absence.

Vice President Buzzetta then moved forward to have discussion on items H-3 and H-4, welcoming up Principal Engineer Robert Hillebrecht to address contract agreement questions pertaining to his respective staff report. Mr. Hillebrecht, along with General Manager Drew Lander, was able to answer all inquires of Vice President Buzzetta and was thanked for the diligent work done throughout the district. Vice President Buzzetta then welcomed up Assistant Finance Manager Dana Sullivan to ask for clarification on several of the financial monthly status reports. Miss Sullivan addressed all inquires, along with General Manager Drew Lander, and was also thanked for her time in preparing the reports.

Vice President Buzzetta then asked for public comment and upon receiving none, requested a motion to approve consent agenda items 3 and 4. Upon a motion made by Director Mauro to approve the aforementioned consent agenda items, seconded by Director Martinez, for which Vice President Buzzetta then took a roll call vote as follows: (OM), yes; (EM), yes; (DB), yes; and (JB) yes; the motion carried 4-0 with one absence.

**I. NEW BUSINESS:**

**1. Adoption of Resolution of Intent No. 607 to Transition from At-Large to By-District Elections and Acceptance of the Timeline for Completion. (Not a Project Under CEQA Per Article 20, Section 15378)**

Vice President Buzzetta requested the fourth hearing set for May 27<sup>th</sup> in the staff report be adjusted to May 20<sup>th</sup> in order to fall on the regularly scheduled board meeting that was assigned to that month.

General Manager Lander introduces Douglas Johnson, the President of National Demographics Corporation via zoom to answer any questions directors may have about the process of transitioning from at-large to by-district elections. Mr. Johnson provided answers to questions regarding the process.

Vice President Buzzetta then asked for any public comment and upon receiving no public comment, requested a motion to approve the item. Director Mauro made a motion to adopt Resolution of Intent No. 607 to transition from at-large to by-district elections and accept the timeline for completion. This motion was seconded by Director Brown for which Vice President Buzzetta then took a roll call vote as follows: (OM), yes; (EM), yes; (DB), yes; and (JB), yes; the motion passes 4-0 with 1 absence.

**2. Authorize and Approve the Phase II Aeration System Blower Replacement Project to Purchase and Install a Second Rotary Lobe Blower at the Ridgemark Wastewater Treatment Plant for a Cost not to Exceed \$125,000. (California Environmental Quality Act Title 19- Categorically Exempt, §15301- Maintenance of Existing Facilities.)**

General Manager Lander explained he is seeking approval to purchase a second rotary lobe blower after the continued success of power consumption savings from the first lobe blower purchase in January of 2024.

Vice President Buzzetta then asked for any public comment and upon receiving no public comment, requested a motion to approve the item. Director Brown made a motion to authorize and approve the Phase II Aeration System Blower Replacement Project to purchase and install a second rotary lobe blower at the Ridgemark Wastewater Treatment Plant for a cost not to exceed \$125,000. This motion was seconded by Director Martinez for which Vice President Buzzetta then took a roll call vote as follows: (OM), yes; (EM), yes; (DB), yes; and (JB), yes; the motion passes 4-0 with 1 absence.

**3. Board Discussion and Annual Goal Setting/Strategic Planning Meeting (Not a Project Per CEQA Article 20, Section 15378).**

Director Mauro requested to table this item due to the Board President, Michael Alcorn, not being in attendance. In addition to tabling, District Counsel Michael Laredo recommends bringing this item to a special meeting to allocate enough time to have proper discussion.

No motion is needed, Directors and General Manager agree to bring this item back to a special meeting, date to be determined.

**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):** (Scheduled Meeting February 6<sup>th</sup>)

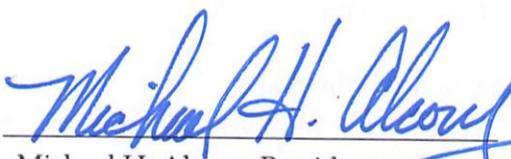
**K. BOARD and STAFF REPORTS**

1. **Directors:** No Report.
2. **District Counsel:** District Counsel Michael Laredo reported that his office can provide AB1234 and AB1825 training as needed and reminded all directors to complete their form 700s before the April 1<sup>st</sup> deadline.
3. **General Manager:** General Manager/Secretary Lander gave a report on the status of the Best Roads Mutual Water Consolidation, informing the board he's had multiple additional discussion with Julian Rodgers, President of Best Roads Mutual Water Company, since the January 14<sup>th</sup>, 2025, special board meeting. At this stage, the consolidation is moving along nicely and both parties are in agreement with the contract terms. Mr. Lander concluded his report by praising the district's engineering department for their work with stakeholders associated with the pipeline connecting Best Road Mutual Water Company to Sunnyslope's systems.

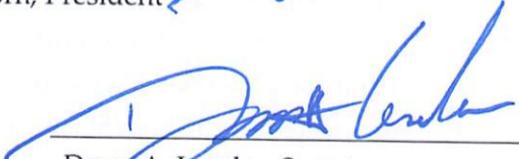
**L. FUTURE AGENDA ITEMS:** Request from Fairview Corners to sell bonds for water and sewer improvements.

**M. ADJOURNMENT:** Vice President Buzzetta adjourned the meeting at 6:25 p.m.

APPROVED BY THE BOARD:

  
Michael H. Alcorn, President

RESPECTFULLY SUBMITTED:

  
Drew A. Lander, Secretary