

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
September 13th, 2022

A. CALL TO ORDER: The meeting was called to order at 5:16 p.m. by President Buzzetta, as authorized by the State of California Executive Order N-08-21 via teleconference, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

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

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

C. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Brown, seconded by Director Mauro, for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA), yes; (EM), yes; (JB), yes; the motion carried 5-0.

D. 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 members of the public were present and no comments were received.

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

E. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of August 16th, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of August 1, 2022 through August 31, 2022, totaling \$1,629,572.15 which includes \$398,555.16 for payments to vendors, \$76,575.34 for Payroll, \$814,450.09 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,724.80 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
08/04/2022	50404	ACC Business	\$1,309.30
08/04/2022	50405	Ace Hardware (Johnson Lumber Co.)	\$264.09
08/04/2022	50406	AT&T	\$377.24
08/04/2022	50407	AT&T	\$472.90
08/04/2022	50408	AT&T	\$437.05
08/04/2022	50409	Auto Tech Service Center, Inc.	\$760.00
08/04/2022	50410	Backflow Apparatus & Valve Co. (BAVCO)	\$481.91
08/04/2022	50411	Bracco's Towing	\$110.00
08/04/2022	50412	Brenntag Pacific, Inc.	\$37,296.23
08/04/2022	50413	Bryan Mailey Electric, Inc	\$5,648.40
08/04/2022	50414	Central Ag Supply LLC	\$155.86
08/04/2022	50415	Community Printers, Inc.	\$2,017.17

08/04/2022	50416	Hach Company	\$243.50
08/04/2022	50417	Hollister Auto Parts, Inc.	\$308.80
08/04/2022	50418	Maggiora Bros. Drilling, Inc.	\$1,406.25
08/04/2022	50419	Mc Kinnon Lumber Co., Inc.	\$53.31
08/04/2022	50420	Mission Uniform Service	\$392.66
08/04/2022	50421	Recology San Benito County	\$326.68
08/04/2022	50422	Simplot Grower Solutions	\$1,946.20
08/04/2022	50423	Star Concrete	\$719.96
08/04/2022	50424	Toro Petroleum Corp.	\$4,154.56
08/04/2022	50425	TPO	\$11,205.00
08/04/2022	50426	True Value Hardware	\$117.47
08/04/2022	50427	Tyler Technologies, Inc.	\$195.00
08/04/2022	50428	U.S. Bank Corporate Payment Systems	\$3,426.22
08/04/2022	50429	Underground Service Alert North 811	\$616.29
08/04/2022	50430	USA Blue Book	\$656.18
08/05/2022	ACH 2329	Colonial Life	\$3,261.27
08/05/2022	ACH 2330	Principal	\$3,502.03
08/05/2022	ACH 2331	P G & E	\$60,466.83
08/08/2022	ACH 2332	BASIC Benefits LLC	\$217.11
08/08/2022	ACH 2333	iCloud	\$11,765.60
08/09/2022	ACH 2334	BASIC Benefits LLC	\$308.85
08/10/2022	50431	Ace Hardware (Johnson Lumber Co.)	\$522.45
08/10/2022	50433	Anne Muraski	\$17,545.00
08/10/2022	50434	Brenntag Pacific, Inc.	\$17,489.78
08/10/2022	50435	City of Hollister-Finance Dept	\$397,430.47
08/10/2022	50436	Edges Electrical Group, LLC	\$8.64
08/10/2022	50437	G3 Engineering, Inc.	\$3,233.65
08/10/2022	50438	Hach Company	\$487.81
08/10/2022	50439	Iconix Waterworks (US) Inc.	\$632.71
08/10/2022	50440	Independent Business Forms, Inc.	\$4,210.02
08/10/2022	50441	John Smith Road Landfill	\$1,139.10
08/10/2022	50442	Mission Uniform Service	\$354.48
08/10/2022	50443	Nationwide Retirements Solutions	\$8,901.86
08/10/2022	50444	O'Reilly Auto Parts	\$39.31
08/10/2022	50445	Palace Business Solutions	\$133.78
08/10/2022	50446	Postmaster	\$80.00
08/10/2022	50447	Star Concrete	\$120.18
08/10/2022	50448	True Value Hardware	\$30.58
08/10/2022	50449	USA Blue Book	\$685.95
08/10/2022	50450	City of Hollister-Finance Dept	\$417,019.62
08/10/2022	JN00184	Customer Refund- CORRPRO CO.	\$249.28
08/10/2022	JN00185	Customer Refund- Larence Shih	\$89.29
08/10/2022	JN00186	Customer Refund- Mark & Sandra Zappa	\$108.29
08/10/2022	JN00187	Customer Refund- Sarah & Adam Smith	\$94.78
08/10/2022	JN00188	Customer Refund- John Sicley	\$30.81
08/10/2022	JN00189	Customer Refund- Cynthia & Robert Pearman	\$184.97
08/10/2022	JN00190	Customer Refund- Omni Sync Group Inc	\$51.17
08/10/2022	JN00191	Customer Refund- Manzo Construction Inc,	\$436.16
08/10/2022	JN00192	Customer Refund- Karl & Angelia Johnson	\$97.32
08/10/2022	JN00193	Customer Refund- Teresa & Victor Gonzalez	\$204.29
08/10/2022	JN00194	Customer Refund- Juliette Monser & Jackie Fanning	\$63.07
08/10/2022	JN00195	Customer Refund- Diane Barnes	\$34.77
08/10/2022	JN00196	Customer Refund- E Smith/ C Walker & Dave Askew	\$80.60
08/11/2022	ACH 2335	CalPERS - Retirement	\$240.17

08/11/2022	ACH 2336	CalPERS - Retirement	\$700.00
08/11/2022	ACH 2337	CalPERS - Retirement	\$3,997.58
08/11/2022	ACH 2338	CalPERS - Retirement	\$7,536.79
08/11/2022	ACH 2339	CalPERS - Retirement	\$8,848.45
08/12/2022	50451	Drew Lander	\$600.00
08/15/2022	ACH 2340	BASIC Benefits LLC	\$125.00
08/16/2022	50452	A-1 Services	\$403.00
08/16/2022	50453	Ace Hardware (Johnson Lumber Co.)	\$117.95
08/16/2022	50454	Brenntag Pacific, Inc.	\$59,840.17
08/16/2022	50455	Brigantino Irrigation	\$55.32
08/16/2022	50456	Central Ag Supply LLC	\$1,506.00
08/16/2022	50457	EBCO Pest Control	\$69.00
08/16/2022	50458	Edges Electrical Group, LLC	\$151.01
08/16/2022	50459	Hollister Auto Parts, Inc.	\$391.10
08/16/2022	50460	Metropolitan Compounds Inc	\$1,828.87
08/16/2022	50461	Mission Uniform Service	\$392.66
08/16/2022	50462	O'Reilly Auto Parts	\$111.04
08/16/2022	50463	Quadient, Inc.	\$5,183.59
08/16/2022	50464	Raftelis Financial Consultants, Inc.	\$1,190.00
08/16/2022	50465	San Benito County Water District	\$381.75
08/16/2022	50466	San Benito County Water District	\$337,885.01
08/16/2022	50468	San Benito Tire Pros & Automotive	\$281.05
08/16/2022	50469	Trans Union LLC	\$206.69
08/16/2022	50470	True Value Hardware	\$6.82
08/16/2022	50471	USA Blue Book	\$135.53
08/16/2022	ACH 2341	BASIC Benefits LLC	\$35.00
08/16/2022	ACH 2342	BASIC Benefits LLC	\$204.98
08/17/2022	ACH 2343	BASIC Benefits LLC	\$150.00
08/19/2022	ACH 2344	BASIC Benefits LLC	\$118.00
08/24/2022	ACH 2345	BASIC Benefits LLC	\$100.00
08/25/2022	50472	A Tool Shed	\$207.20
08/25/2022	50473	Ace Hardware (Johnson Lumber Co.)	\$333.80
08/25/2022	50475	Anne Muraski	\$13,090.00
08/25/2022	50476	Bazilio Hernandez	\$150.00
08/25/2022	50477	Brenntag Pacific, Inc.	\$19,611.45
08/25/2022	50478	Brigantino Irrigation	\$340.14
08/25/2022	50479	Buckles-Smith	\$357.95
08/25/2022	50480	Central Ag Supply LLC	\$191.58
08/25/2022	50481	CM Analytical, Inc.	\$10,961.25
08/25/2022	50482	Edges Electrical Group, LLC	\$88.96
08/25/2022	50483	Enterprise Electrical Services	\$660.00
08/25/2022	50484	Exceedio	\$3,194.51
08/25/2022	50485	Extreme Air, Inc.	\$460.00
08/25/2022	50486	Iconix Waterworks (US) Inc.	\$3,848.92
08/25/2022	50487	Independent Business Forms, Inc.	\$1,766.69
08/25/2022	50488	Konica Minolta Premier Finance	\$416.76
08/25/2022	50489	MBS Business Systems	\$949.66
08/25/2022	50490	Mc Master-Carr	\$53.95
08/25/2022	50491	Mission Uniform Service	\$371.48
08/25/2022	50492	O'Reilly Auto Parts	\$39.31
08/25/2022	50493	Rain for Rent	\$7,981.28
08/25/2022	50494	Simplot Grower Solutions	\$1,709.84
08/25/2022	50495	State Water Resources Control Board-DWOCF	\$60.00
08/25/2022	50496	Toro Petroleum Corp.	\$7,680.03
08/25/2022	50497	TPO	\$299.00

08/25/2022	50498	True Value Hardware	\$155.01
08/25/2022	50499	USA Blue Book	\$1,224.25
08/25/2022	50500	Watersmart Software, Inc.	\$13,553.00
08/25/2022	50501	Wright Bros. Indust. Supply	\$18.09
08/26/2022	ACH 2346	CalPERS - Retirement	\$23.08
08/26/2022	ACH 2347	CalPERS - Retirement	\$23.08
08/26/2022	ACH 2348	CalPERS - Retirement	\$7,503.83
08/26/2022	ACH 2349	CalPERS - Retirement	\$8,170.11
08/26/2022	ACH 2350	CalPERS - Health Insurance	\$22,383.23
08/29/2022	50502	Brenntag Pacific, Inc.	\$39,005.57
08/29/2022	50503	Mc Master-Carr	\$550.20
08/29/2022	50504	MNS Engineers, Inc.	\$401.25
08/29/2022	50505	Postmaster	\$2,266.43
08/29/2022	50506	San Benito County-Assessor	\$43.70
08/30/2022	ACH 2351	BASIC Benefits LLC	\$224.92

-1,629,572.15

3. Receive Associate Engineer 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.
7. Approval of Resolution #580 of the Board of Directors of the Sunnyslope County Water District- Hollister California Proclaiming a Local Emergency, Ratifying the state of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of all District Legislative Bodies for the Following 30 Days in Accord with the Ralph M. Brown Act. (Not a project under CEQA per Article 20, Section 15378).

President Buzzetta asked for public comment and upon receiving none, President Buzzetta requested a motion to approve the consent agenda. Upon a motion made by Director Alcorn to approve the Consent Agenda, seconded by Director Parker, for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA), yes; (EM), yes; and (JB) yes; the motion carried 5-0.

F. NEW BUSINESS:

1. **Approve and Ratify the Action Taken by the General Manager to Execute a Contract for Professional Services with EVA Green Power for the Development and Design of a Ground Mount Solar Array in an Amount not to Exceed \$16,000. (Not a Project Under CEQA per Article 20, Section 15378).**

General Manager Lander spoke on this item, informing the board of the benefits of this particular investment. Lander stated the ground mount solar array would be a good district investment at this time, due to the project being able to benefit the entire district, saving \$250,000.00 a year. This project additionally will be a better utilization of Pond 5.

President Buzzetta asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to approve and ratify the action taken by the General Manager to execute a contract for professional services with EVA Green Power for the development and design of a ground mount solar array in the amount not to exceed \$16,000. This motion was seconded by Director Mauro for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA) yes; (EM) yes; and (JB), yes; the motion carried 5-0.

2. **Approve and Ratify the Action Taken by the General Manager to Amend the Existing Contract for Professional Services with MNS Engineers Inc. for Engineering Services During Construction, and for Construction Management Services for a Total NTE of \$125,000. (Not a Project Under CEQA per Article 20, Section 15378).**

General Manager Lander spoke on this item stating that this contract is being brought back to the board reallocating additional funds. When this item was originally brought to the board the funds were approved to design a pipe bridge, but after it was worked out with the contractor the district was only responsible for covering 30% of the design cost. With the funds saved the district brought in MNS Engineering to provide inspection services. Presently the assigned inspector been doing a fantastic job on the project. Lander requests that the board approve the additional funds so that the district can continue the contract with MNS to complete the project.

Director Alcorn inquired whether the project was cost plus or a fixed cost. Lander clarified it was a cost-plus project due to MNS Engineering's availability, but that the district has no intentions of exceeding the \$125,000.

President Buzzetta then asked for any public comment. Upon receiving no public comment, Director Brown made a motion to approve and ratify the action taken by the General Manager to amend the existing contract for professional services with MNS Engineers Inc. for engineering services during construction, and for construction management services for a total NTE of \$125,000. This motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

3. **Approve Provide the General Manager Direction for Topics to be Included in the Winter News Letter (Not a Project Under CEQA per Article 20, Section 15378).**

General Manager Lander brings this item to the board seeking input on what content the district should include in their Winter Newsletter. The board had several suggestions, including Director Buzzetta's suggestion of a report pertaining to water quality and quantity. Director Mauro additionally suggested an employee profile that changes per newsletter to give our customers a better idea of who our employees are.

This item did not require a motion or approval.

G. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (Meeting August 24th)
2. **Water/Wastewater Committee:** (Meeting September 9th)
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): (No meeting)

H. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:**

General Manager/Secretary Lander gave an update on the various projects and maintenance the district has been working on. This includes hiring a new Billing/Public Relations Specialist, preparing for the solar project the district is moving forward with, and updating the strategic plan. He also reported that the district continues to stay healthy, having no Covid transmission that have been spread through the office.

I. FUTURE AGENDA ITEMS:

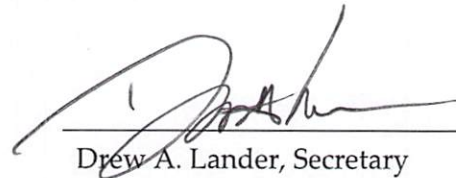
J. ADJOURNMENT: President Buzzetta adjourned the meeting at 6:17 p.m.

APPROVED BY THE BOARD:



Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED:



Drew A. Lander, Secretary