

MINUTES
Special Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
January 23rd, 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 Jerry Buzzetta (JB), Director 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 – 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 Mauro 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 5:15 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. January 23rd, 2024 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, Received an update on the case and reviewed the District's Cross- Complaint. On a motion by Director Alcorn and seconded by Director Parker, voted 5-0 to dismiss the 4th Cause of Action on the District's Cross Complaint.

2. January 23rd, 2024 Special Meeting - Public Employee Performance Review (§ 54957) –

General Manager- General Discussion, no action taken.

F. APPROVAL OF AGENDA: General Manager Lander requested to add an item to new business due to a blower issue that occurred over the weekend. President Mauro requested a motion to approve the addition of an I3 to the agenda. Director Alcorn motioned to add item I3 to 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. President Mauro then requested a motion to approve the agenda with the new item.

Director Brown made a motion to approve the agenda, seconded by Director Alcorn, for which President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (MA), yes; (JB), yes; (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.

H. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of December 19th, 2023.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of December 1, 2023 through December 31, 2023, totaling \$3,514,532.65 which includes \$1,414,150.39 for payments to vendors, \$391,854.08 for Payroll, \$431,452.60 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,855.83 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
12/01/2023	JN00530	Net Pay	\$74,957.44
12/01/2023	JN00530	Total Tax	\$20,453.98
12/04/2023	51928	Ace Hardware (Johnson Lumber Co.)	\$323.20
12/04/2023	51930	AT&T	\$1,128.29
12/04/2023	51931	Brenntag Pacific, Inc.	\$29,303.74
12/04/2023	51932	Brigantino Irrigation	\$259.97
12/04/2023	51933	Calcon System, Inc.	\$1,790.00
12/04/2023	51934	CM Analytical, Inc.	\$18,946.25
12/04/2023	51935	Don Chapin Co. Inc., The	\$167.00
12/04/2023	51936	Edward Mauro	\$87.97
12/04/2023	51937	ERS Industrial Services, Inc.	\$12,540.00
12/04/2023	51938	exceedio	\$3,397.04
12/04/2023	51939	Grainger, Inc.	\$621.71
12/04/2023	51940	Green Line	\$20,298.00
12/04/2023	51941	Greenwood Chevrolet	\$46,000.00
12/04/2023	51942	Greenwood Chevrolet	\$46,000.00
12/04/2023	51943	Greenwood Chevrolet	\$1,853.28
12/04/2023	51944	Hach Company	\$2,424.15
12/04/2023	51945	Hollister Auto Parts, Inc.	\$291.38
12/04/2023	51946	Iconix Waterworks (US) Inc.	\$2,126.34
12/04/2023	51947	Interstate Battery System of San Jose Inc	\$412.05
12/04/2023	51948	Mission Uniform Service	\$491.87
12/04/2023	51949	O'Reilly Auto Parts	\$60.00
12/04/2023	51950	Petty Cash	\$90.00
12/04/2023	51951	Razzolink.com	\$76.95
12/04/2023	51952	RJR Recycling	\$1,000.00
12/04/2023	51953	San Benito County Water District	\$790,933.47
12/04/2023	51955	San Benito Tire Pros & Automotive	\$888.52
12/04/2023	51956	Scott Watson	\$70.70
12/04/2023	51957	Star Concrete	\$246.91
12/04/2023	51958	State Water Resources Control Board-DWOCP	\$90.00
12/04/2023	51959	Trans Union LLC	\$169.46
12/04/2023	51960	Verizon Wireless	\$519.28
12/04/2023	51961	Wallace Group	\$5,798.75

12/05/2023	ACH2749	CalPERS - Retirement	\$7,933.84
12/05/2023	ACH2750	CalPERS - Retirement	\$7,390.61
12/05/2023	ACH2763	P G & E	\$25,041.61
12/05/2023	ACH2764	Principal	\$3,235.87
12/06/2023	ACH2755	CalPERS - Retirement	\$23.08
12/06/2023	ACH2760	Nationwide Retirements Solutions	\$8,681.22
12/07/2023	51999	LOURDES L DEAN	\$60.03
12/07/2023	ACH2759	iCloud	\$12,638.95
12/08/2023	ACH2765	Sterling Administration Health	\$100.00
12/09/2023	JN00532	Net Pay	\$71,114.63
12/09/2023	JN00532	Total Tax	\$18,433.45
12/12/2023	51970	Ace Hardware (Johnson Lumber Co.)	\$115.44
12/12/2023	51971	All American Mailing, Inc.	\$3,195.85
12/12/2023	51972	Brenntag Pacific, Inc.	\$25,782.73
12/12/2023	51973	Bryan Mailey Electric, Inc	\$4,344.47
12/12/2023	51974	Calgon Carbon Corporation	\$71,697.79
12/12/2023	51975	City of Hollister-Finance Dept	\$431,452.60
12/12/2023	51976	Community Printers, Inc.	\$2,057.61
12/12/2023	51977	Doane and Hartwig Water Systems, Inc.	\$18,683.75
12/12/2023	51978	Endress & Hauser, Inc.	\$3,022.97
12/12/2023	51979	Factory Direct Hose LLC	\$5,432.46
12/12/2023	51980	Hach Company	\$361.12
12/12/2023	51981	Interstate Battery System of San Jose Inc	\$58.46
12/12/2023	51982	J M Electric	\$334.00
12/12/2023	51983	Kevin Castro	\$130.01
12/12/2023	51984	Meter, Valve & Control	\$59,303.00
12/12/2023	51985	Michael Alcorn	\$622.27
12/12/2023	51986	Mission Uniform Service	\$492.62
12/12/2023	51987	MuniQuip, LLC	\$8,375.83
12/12/2023	51988	O'Reilly Auto Parts	\$39.31
12/12/2023	51989	Rain for Rent	\$4,388.59
12/12/2023	51990	Recology San Benito County	\$342.91
12/12/2023	51991	San Benito Engineering & Surveying Inc.	\$3,760.00
12/12/2023	51992	Simplot Grower Solutions	\$1,392.00
12/12/2023	51993	Star Concrete	\$447.93
12/12/2023	51994	Toro Petroleum Corp.	\$1,613.42
12/12/2023	51995	Trans Union LLC	\$219.10
12/12/2023	51996	TTI Developers, Inc.	\$3,806.50
12/12/2023	51997	U.S. Bank Corporate Payment Systems	\$5,399.65
12/13/2023	ACH2758	Colonial Life	\$1,863.36
12/15/2023	ACH2747	ADP	\$2,221.35
12/15/2023	ACH2751	CalPERS - Retirement	\$7,894.56
12/15/2023	ACH2752	CalPERS - Retirement	\$7,565.68
12/15/2023	ACH2756	CalPERS - Retirement	\$23.08
12/15/2023	ACH2761	Nationwide Retirements Solutions	\$8,681.22
12/18/2023	52000	ACC Business	\$1,323.29
12/18/2023	52001	Ace Hardware (Johnson Lumber Co.)	\$190.83
12/18/2023	52002	Anne Muraski	\$7,942.50
12/18/2023	52003	Brenntag Pacific, Inc.	\$21,862.67
12/18/2023	52004	Calcon System, Inc.	\$890.00
12/18/2023	52005	EBCO Pest Control	\$75.00
12/18/2023	52006	Green Line	\$27,700.00
12/18/2023	52007	John Smith Road Landfill	\$1,058.10

12/18/2023	52008	Maggiore Bros. Drilling, Inc.	\$9,424.23
12/18/2023	52009	Mission Uniform Service	\$435.05
12/18/2023	52010	Paine's Restaurant, INC	\$1,421.38
12/18/2023	52011	Quinn Company	\$250.00
12/18/2023	52012	San Benito County Water District	\$278.50
12/18/2023	52013	San Benito Tire Pros & Automotive	\$3,419.48
12/18/2023	52014	State Water Resources Control Board-AFRS	\$868.00
12/18/2023	52015	State Water Resources Control Board-AFRS	\$26,785.00
12/18/2023	52016	Toro Petroleum Corp.	\$1,629.97
12/18/2023	52017	U.S. Bank Corporate Payment Systems	\$92.29
12/20/2023	52019	JOHN POPYLISEN & MICHELE HALL	\$150.00
12/20/2023	52020	REBECCA PRICE & NICHOLAS T. HOWELL	\$150.00
12/20/2023	52021	N SOBHANIPOUR & SHAHRYAR JAMSHIDI	\$181.51
12/20/2023	52022	SHARMILA & SATRAJIT MISRA	\$48.48
12/20/2023	52023	PETER KUANG & JIAN LIANG	\$96.89
12/20/2023	52024	MARC & RHODALYN CALADMAN	\$301.91
12/20/2023	52025	LEONARD ROVAI	\$204.35
12/20/2023	52026	SANCO PIPELINES,	\$630.74
12/21/2023	ACH2766	Sterling Administration Health	\$488.00
12/22/2023	ACH2767	Sterling Administration Health	\$500.00
12/26/2023	52027	A-1 Services	\$403.00
12/26/2023	52028	Ace Hardware (Johnson Lumber Co.)	\$62.21
12/26/2023	52029	Brenntag Pacific, Inc.	\$49,813.48
12/26/2023	52030	Brigantino Irrigation	\$180.71
12/26/2023	52031	Calif. Special Districts Association	\$9,050.00
12/26/2023	52032	Central Ag Supply LLC	\$421.92
12/26/2023	52033	CM Analytical, Inc.	\$19,225.00
12/26/2023	52034	Edges Electrical Group, LLC	\$414.29
12/26/2023	52035	Eva Green Power	\$580,528.36
12/26/2023	52036	exceedio	\$3,451.04
12/26/2023	52037	First Trust Alarm Company	\$753.00
12/26/2023	52038	Greenwood Chevrolet	\$61,805.54
12/26/2023	52039	Hollister Auto Parts, Inc.	\$209.48
12/26/2023	52040	Hollister True Value	\$14.73
12/26/2023	52041	Jerry Buzzetta	\$516.80
12/26/2023	52042	MBS Business Systems	\$592.81
12/26/2023	52043	Metropolitan Compounds Inc	\$9,279.46
12/26/2023	52044	Mission Uniform Service	\$524.54
12/26/2023	52045	O'Reilly Auto Parts	\$20.74
12/26/2023	52046	Palace Business Solutions	\$77.38
12/26/2023	52047	Petty Cash	\$220.00
12/26/2023	52048	Quinn Company	\$841.03
12/26/2023	52049	Reliable Translations	\$1,748.44
12/26/2023	52050	San Benito County Water District	\$484,007.78
12/26/2023	52052	Toro Petroleum Corp.	\$2,057.47
12/26/2023	52053	USA Blue Book	\$1,681.65
12/26/2023	52054	VEOLIA WTS Analytical Instruments, Inc	\$104,316.36
12/26/2023	52055	MICHAEL GRACE JR	\$31.92
12/29/2023	ACH2748	CalPERS - Health Insurance	\$31,269.36
12/29/2023	ACH2753	CalPERS - Retirement	\$7,942.38
12/29/2023	ACH2754	CalPERS - Retirement	\$7,565.69
12/29/2023	ACH2757	CalPERS - Retirement	\$203.10
12/29/2023	ACH2762	Nationwide Retirements Solutions	\$14,978.51

12/29/2023	JN00533	Net Pay	\$69,807.75
12/29/2023	JN00533	Total Tax	\$18,525.92

-\$3,514,532.65

3. Receive Associate Engineer Monthly Status Report. (December 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.

President Mauro asked for public comment and upon receiving none, President Mauro requested a motion to approve the consent agenda. Upon a motion made by Director Parker to approve the Consent Agenda, seconded by Director Alcorn, 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. **At President Mauro's Direction, The Board Will Engage In Further Discussion Regarding Assignments Of Director's Duties To Standing District Committees For 2024. No Action Is Required To Be Taken By The Board, And All Assignments, Or Reassignments, Are Made At The Pleasure Of The Board President And May Be Modified At Any Time During The Board President Tenure. (Not A Project Under CEQA Per Article 20, Section 15378)**

Director Alcorn was unable to attend the December 2023 Board Meeting where committee assignments were decided for 2024, therefore this item was brought back to the board to reevaluate the assigned duties. Directors conversed back and forth and came to the decision they'd like to separate the Water/Wastewater Committee from the Governance Committee. President Mauro asked for any public comment, and upon receiving no public comment, requested a motion to approve the separation. Director Buzzetta moved to approve separating the Governance and Water/Wastewater Committees, seconded by Director Parker. President Mauro then took a roll call vote as follows: (JP), yes; (DB), yes; (JB) yes; (MA) yes; and (EM), yes; the motion carried 5-0.

The 2024 Director committee assignments will be as follows for 2024:

- **Finance Committee-** Jerry Buzzetta & Ed Mauro (Alternate- Mike Alcorn)
- **Water/Wastewater Committee-** Dee Brown & James Parker
- **Governance Committee-** Jerry Buzzetta & Mike Alcorn (Alternate- Ed Mauro)
- **Employee & Personnel Committee-** Ed Mauro & Dee Brown (Alternate- Mike Alcorn)
- **Policy & Procedures Committee-** Jim Parker & Mike Alcorn (Alternate- Jerry Buzzetta)
- **Water Resources Agency-** Mike Alcorn (Alternate- Jim Parker)
- **ACWA/JPIA Board Representative-** Mike Alcorn (Alternate- Dee Brown)
- **District Check Signing Responsibilities for 2024-**
 - **First Quarter-** Jim Parker
 - **Second Quarter-** Mike Alcorn
 - **Third Quarter-** Dee Brown
 - **Fourth Quarter-** Jerry Buzzetta

2. **Authorize The General Manager To Purchase A 2024 Johndeer 320P, Tier 5 Backhoe Loader From Pape Machinery For A Cost Not To Exceed \$162,000 And To Surplus The 1998 CAT 416C Backhoe Loader. (Not A Project Under CEQA Per Article 20, Section 15378)**

General Manager Lander informed the board of the more than 26 years of service the District's current 1998 CAT 416C backhoe has served and expressed the necessity for a replacement tractor. The current backhoe is anticipated to have costly repairs in the near future and with the new Tier 5 air quality standards there will be a demand for annual inspections and reduced field hours. Considering this, District staff solicited quotes and performed inspections with three different manufacturers. Mr. Lander explained that Johndeer was most favorable to the District in pricing, quality and field maintenance.

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 authorize the general manager to purchase a 2024 Johndeer 320p, tier 5 backhoe loader from Pape machinery for a cost not to exceed \$162,000 and to surplus the 1998 cat 416c backhoe loader. This motion was seconded by Director Alcorn 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. **Authorize And Approve The Aeration System Blower Replacement Project To Purchase And Install A Rotary Lobe Blower At The Ridgemark Wastewater Treatment Plant For A Cost Not To Exceed \$130,000. (The Proposed Action Is Not A Project As Defined By California Environmental Quality Act Per Article 20, Section 15378.)**

General Manager Lander brought this item to the board as an urgent item following distribution of the original board agenda and packets. One of the remaining two HSI turbo blowers at Ridgemark wastewater plant failed to start and after further inspection of current hours has indicated that it has reached the end of its service life. With this information General Manager Lander expresses the urgency in approving this item and getting the project moving forward, as we look at a two-and-a-half-month lead time. Director Alcorn questioned whether the current blower will be surplussed, to which Mr. Lander informs him it'll depend on what we find wrong with it when it's pulled out.

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 and approve the aeration system blower replacement project to purchase and install a rotary lobe blower at the ridgemark wastewater treatment plant for a cost not to exceed \$130,000. 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)
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):** (No Meeting)

K. BOARD and STAFF REPORTS

1. **Directors:** No Report.

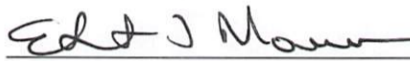
2. **District Counsel:** District Attorney Michael Laredo reported that De Lay and Laredo will be hosting two training courses in February. Sexual Harassment Prevention training will take place February 14th at 9:30 AM and Ethics & Brown Act training will be on February 21st at 9:30 AM.

3. **General Manager:** GM Lander reported that the District is focusing efforts on tracking down where we are losing water and minimizing water loss; as our existing piping is in good condition and our leak response times are appropriate. Mr. Lander additionally reported that the District is still seeking an engineer and plans to repost the job openings in the coming weeks to fill the role.

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

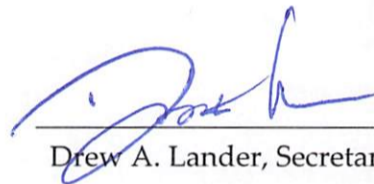
M. ADJOURNMENT: President Mauro adjourned the meeting at 6:16 p.m.

APPROVED BY THE BOARD:



Edward J. Mauro, President

RESPECTFULLY SUBMITTED:



Drew A. Lander, Secretary