

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**August 15<sup>th</sup>, 2023**

**A. CALL TO ORDER:** The meeting was called to order at 5:15 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 Jerry Buzzetta (JB), Director James Parker (JP), Director Mike Alcorn (MA).

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

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

**E. CONSENT AGENDA:**

1. Approval of Minutes of the Regular Board Meeting of July 18<sup>th</sup>, 2023
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of July 1, 2023 through July 31, 2023, totaling \$1,240,817.02 which includes \$545,448.28 for payments to vendors, \$264,338.85 for Payroll, \$430,680.25 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$349.64 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
07/03/2023	51442	Ace Hardware (Johnson Lumber Co.)	\$76.64
07/03/2023	51443	Brenntag Pacific, Inc.	\$19,485.76
07/03/2023	51444	Bryan Mailey Electric, Inc	\$11,132.09
07/03/2023	51445	Calgon Carbon Corporation	\$71,697.79
07/03/2023	51446	Central Ag Supply LLC	\$446.61
07/03/2023	51447	Community Printers, Inc.	\$3,180.20
07/03/2023	51448	Hollister Auto Parts, Inc.	\$20.95
07/03/2023	51449	Iconix Waterworks (US) Inc.	\$575.66
07/03/2023	51450	Mission Uniform Service	\$379.68
07/03/2023	51451	Postal Graphics	\$44.18
07/03/2023	51452	Power Storage Solutions LLC	\$806.39
07/03/2023	51453	Quinn Company	\$4,476.90
07/03/2023	51454	State Water Resources Control Board-DWOCP	\$60.00
07/03/2023	51455	True Value Hardware	\$41.46
07/03/2023	51456	USA Blue Book	\$4,018.67
07/03/2023	51457	Verizon Wireless	\$2,323.48
07/03/2023	ACH2638	CalPERS - Retirement	\$23.08
07/03/2023	ACH2639	CalPERS - Retirement	\$7,003.71
07/03/2023	ACH2640	CalPERS - Retirement	\$7,761.11

07/03/2023	ACH2641	Nationwide Retirements Solutions	\$9,156.61
07/05/2023	ACH2642	Principal	\$3,346.96
07/06/2023	ACH2643	P G & E	\$26,833.70
07/07/2023	ACH2644	Sterling Administration Health	\$185.00
07/10/2023	51458	Ace Hardware (Johnson Lumber Co.)	\$130.53
07/10/2023	51459	Anne Muraski	\$12,787.50
07/10/2023	51460	Auto Tech Service Center, Inc.	\$70.00
07/10/2023	51461	Bazilio Hernandez	\$207.56
07/10/2023	51462	Brenntag Pacific, Inc.	\$14,409.24
07/10/2023	51463	Brigantino Irrigation	\$625.20
07/10/2023	51464	Bryan Mailey Electric, Inc	\$1,275.00
07/10/2023	51465	Central Ag Supply LLC	\$83.24
07/10/2023	51466	City of Hollister-Finance Dept	\$430,680.25
07/10/2023	51467	Extreme Air, Inc.	\$1,950.00
07/10/2023	51468	Juan Bautista Cruz Cruz	\$300.00
07/10/2023	51469	Mission Uniform Service	\$416.29
07/10/2023	51470	Monterey Bay Air Resources District	\$558.00
07/10/2023	51471	Petty Cash	\$235.89
07/10/2023	51472	San Benito Tire Pros & Automotive	\$25.00
07/10/2023	51473	Simplot Grower Solutions	\$1,322.40
07/10/2023	51474	Toro Petroleum Corp.	\$2,265.16
07/10/2023	51475	U.S. Bank Corporate Payment Systems	\$1,481.27
07/10/2023	51476	USA Blue Book	\$1,033.70
07/10/2023	51477	Watersmart Software, Inc.	\$13,553.00
07/10/2023	ACH2645	iCloud	\$11,687.75
07/13/2023	ACH2646	Colonial Life	\$2,848.44
07/13/2023	JN00449	Net Pay	\$75,245.37
07/13/2023	JN00449	Total Tax	\$20,694.85
07/14/2023	ACH2647	Sterling Administration Health	\$134.00
07/14/2023	ACH2648	ADP	\$2,141.26
07/18/2023	51401	NATALIE & MICHAEL KEAVENEY	\$127.70
07/18/2023	51482	A-I Services	\$403.00
07/18/2023	51483	ACC Business	\$1,323.29
07/18/2023	51484	Ace Hardware (Johnson Lumber Co.)	\$329.63
07/18/2023	51485	ACWA/JPIA	\$12,877.42
07/18/2023	51486	Anne Muraski	\$13,502.50
07/18/2023	51487	Auto Tech Service Center, Inc.	\$500.00
07/18/2023	51488	Brenntag Pacific, Inc.	\$38,776.95
07/18/2023	51489	Brigantino Irrigation	\$11.01
07/18/2023	51490	Calcon System, Inc.	\$6,745.50
07/18/2023	51491	Carlson's Fire Extinguisher Sales & Serv	\$1,180.47
07/18/2023	51492	Corbin Willits Systems, Inc. (MOM's)	\$150.00
07/18/2023	51493	CWEA Membership- TCP	\$108.00
07/18/2023	51494	CWEA Membership- TCP	\$207.00
07/18/2023	51495	DiBuduo & DeFendis Insurance Brokers, LLC	\$105,948.35
07/18/2023	51496	Diego Perez Bribiesca	\$250.00
07/18/2023	51497	First Trust Alarm Company	\$120.00
07/18/2023	51498	Iconix Waterworks (US) Inc.	\$1,996.44
07/18/2023	51499	InfoSend	\$3,280.03
07/18/2023	51500	John Smith Road Landfill	\$75.86
07/18/2023	51501	Juan Bautista Cruz Cruz	\$300.00
07/18/2023	51502	Meter, Valve & Control	\$34,920.85
07/18/2023	51503	Mission Uniform Service	\$389.42
07/18/2023	51504	Primex	\$6,857.80
07/18/2023	51505	Recology San Benito County	\$326.68
07/18/2023	51506	RJR Recycling	\$1,000.00
07/18/2023	51507	Trans Union LLC	\$305.97
07/18/2023	51508	Unified Truck Services	\$1,125.00

07/18/2023	51509	KEVIN & DIANA HERBST	\$158.23
07/18/2023	51510	JEFF DICKERSON	\$63.71
07/19/2023	ACH2649	Sterling Administration Health	\$150.00
07/20/2023	ACH2650	CalPERS - Retirement	\$23.08
07/20/2023	ACH2651	CalPERS - Retirement	\$7,926.92
07/20/2023	ACH2652	CalPERS - Retirement	\$8,569.27
07/20/2023	ACH2653	Nationwide Retirements Solutions	\$9,156.61
07/20/2023	ACH2654	CalPERS - Health Insurance	\$25,258.16
07/24/2023	ACH2655	Sterling Administration Health	\$150.00
07/25/2023	51512	Ace Hardware (Johnson Lumber Co.)	\$121.83
07/25/2023	51513	Bazilio Hernandez	\$150.00
07/25/2023	51514	Brenntag Pacific, Inc.	\$67,615.61
07/25/2023	51515	Calcon System, Inc.	\$2,300.73
07/25/2023	51516	CM Analytical, Inc.	\$17,793.75
07/25/2023	51517	CWEA Membership- TCP	\$237.00
07/25/2023	51518	De Lay & Laredo	\$2,300.00
07/25/2023	51519	EBCO Pest Control	\$69.00
07/25/2023	51520	exceedio	\$3,205.12
07/25/2023	51521	Grainger, Inc.	\$740.14
07/25/2023	51522	Mc Master-Carr	\$89.56
07/25/2023	51523	Mission Uniform Service	\$437.05
07/25/2023	51524	O'Reilly Auto Parts	\$31.66
07/25/2023	51525	SBC Chamber of Commerce	\$265.00
07/25/2023	51526	Toro Petroleum Corp.	\$1,905.87
07/25/2023	51527	USA Blue Book	\$1,654.56
07/25/2023	51528	UWUA Local 820	\$1,177.08
07/27/2023	JN00450	Net Pay	\$68,802.95
07/27/2023	JN00450	Total Tax	\$18,087.73

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**-\$1,240,817.02**

3. Receive Associate Engineer Monthly Status Report. (July 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 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 Alcorn to approve the Consent Agenda, seconded by Director Mauro, for which President Brown then took a roll call vote as follows: (EM), yes; (JB), yes; (MA), yes; (JP) yes; and (DB) yes; the motion carried 5-0.

**F. NEW BUSINESS:**

- 1. Authorize The General Manager To Execute A Contract For Professional Services With LGDR -National Demographics Corporation, Not To Exceed \$40,000 (Not A Project Under CEQA Per Article 20, Section 15378).**

The District was served a demand letter in February 2023, claiming racially polarized voting occurred in prior election cycles and the District's current "at-large" elections were a violation of CVRA. Upon board direction Mr. Lander sought a firm that was qualified to assist the District with this demand letter and in his searching he discovered the local firm Lapkoff and Gobalet, who recently consolidated with LGDR- National Demographics Corporation. Douglas Johnson, owner of National Demographics Corporation, attended the meeting virtually to speak on this matter. Mr. Johnson introduced himself and his firm before explaining how the recent consolidation has led to a larger array of experience in assisting in items such as this.

Director Parker questioned why the item was asking not to exceed \$40,000 when the project pricing equals \$25,000, to which General Manager Lander explained that there is the potential for additional expenses. Director Buzzetta suggested reducing the \$40,000 limit and instead bringing the item back to the board if additional expenses are to occur. After director discussion it was agreed to change the not to exceed amount to \$30,000, with the intention of the item coming back to the board if more funds become necessary.

President Brown then asked for any public comment. Upon receiving no public comment, President Brown requested a motion to approve the item with the corrected stipulations. Director Buzzetta made a motion to Authorize The General Manager To Execute A Contract For Professional Services With LGDR -National Demographics Corporation, Not To Exceed \$30,000 This motion was seconded by Director Mauro for which President Brown then took a roll call vote as follows: (MA), yes; (JP), yes; (EM) yes; (JB) yes; and (DB) yes; the motion carried 5-0.

- 2. Under Statewide Procurement Contract 1-12-23-20 Authorize The General Manager To Purchase 2 Light Duty Trucks For A Combined Cost Not To Exceed \$100,000 And 1 Medium Duty Truck With Cargo Bed And 4 Ton Crane, Not To Exceed \$130,000 (Not A Project Under CEQA Per Article 20, Section 15378).**

General Manager Drew Lander spoke on this item, informing the board that it has come time to replace a couple of the District's vehicles. With discussion at the July board meeting regarding electric vehicles, it was determined that the District shall wait for a wider selection with more affordable options. In the interim, two existing trucks and one that is currently not in service require replacement due to excess years and costly quoted maintenance. Mr. Lander explained that the District has been very efficient in maintaining vehicles, with a typical life of 20 years, one reason in particular being management deciding to diversify fleet in 2020. Director Alcorn questioned what the typical yearly mileage is for one of the District's trucks. Mr. Lander answered it was typical for trucks to get 12-15k miles a year, but due to staying primarily in town the wear and tear is more minimal.

President Brown then asked for any public comment. Upon receiving no public comment, President Brown requested a motion to approve the item. Director Alcorn made a motion to Authorize The General Manager To Purchase 2 Light Duty Trucks For A Combined Cost Not To Exceed \$100,000 And 1 Medium Duty Truck With Cargo Bed And 4 Ton Crane, Not To Exceed \$130,000. This motion was seconded by Director Parker for which

President Brown then took a roll call vote as follows: (MA), yes; (JP), yes; (EM) yes; (JB) yes; and (DB) yes; the motion carried 5-0.

- 3. Authorize The General Manager To Contract With Exceedio Inc. For Integration Of New VOIP Telephone Services, Installation And Management for a set up cost of \$5378.13 and an annual maintenance cost of \$10,800.00 (Not A Project Under CEQA Per Article 20, Section 15378).**

General Manager Lander spoke on this item, informing the board that moving to the VOIP system is the last piece to making the office ready in the event of an emergency. With the VOIP system you can plug in your computer monitor anywhere and be able to take incoming calls, eliminating the need for hard lines and making the office capable of being fully mobile. Mr. Lander also discussed the difference in pricing, suggesting that the VOIP lines won't be subject to the constant rate fluctuation of the hard lines.

Director Buzzetta asked for clarification on the cost of the annual maintenance on this item as the calculations provided were not matching the \$10,800. General Manager Lander noted that there was a mistake on this item with the purchase and installation actually supposed to be costing \$4,951 and annual maintenance being \$5,125.56. With this discovery the Directors discussed how they'd like to approve this item, concluding that approving a 5-year contract not to exceed \$31,000 would be the best course of action.

President Brown then asked for any public comment. Upon receiving no public comment, President Brown requested a motion to approve the item with the corrected stipulations. Director Buzzetta made a motion to Authorize The General Manager To Contract With Exceedio Inc. For Integration of New VOIP Telephone Services, Installation and Management for a 5-year contract at a cost not to exceed \$31,000. This motion was seconded by Director Mauro for which President Brown then took a roll call vote as follows: (MA), yes; (JP), yes; (EM) yes; (JB) yes; and (DB) yes; the motion carried 5-0.

- 4. Authorize The General Manager To Surplus 1 District Vehicle And A 50hp Turbo Blower. (Not A Project As Defined By California Environmental Quality Act Per Article 20, Section 15378)**

General Manager Lander explained that the District's 2002 GMC work truck needs around \$4,000 in repairs to become usable by employees, but with a resale value of \$6,000 it would be in the best interest of the District to replace the vehicle. In addition to placing the 2002 GMC for sale, Mr. Lander stated that the District could be saving \$50,000 annually by selling the currently used HSI blower and replacing it with a rotary lobe blower. Mr. Lander proceeds by informing the board that San Benito Foods has already agreed to a sale price of \$50,000 for the HSI blower with an additional \$15,000 of incidental purchase expense to remove the blower from the SBR blower building.

President Brown then asked for any public comment. Upon receiving no public comment, President Brown requested a motion to approve the resolution. Director Alcorn made a motion to Authorize The General Manager To Surplus 1 District Vehicle And A 50hp Turbo Blower. This motion was seconded by Director Buzzetta for which President Brown then took a roll call vote as follows: (JB), yes; (EM), yes; (JP) yes; (MA) yes; and (DB) yes; the motion carried 5-0.

5. **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 brought this item to the board seeking topics to include in the District's Winter Newsletter. Directors had discussion and some topics they would like to see include an explanation of rate raises with a rate comparison and an explanation of the grant funding being utilized for our work with Best Road Mutual.

This item was brought to the board for discussion, no motions required.

**G. BOARD COMMITTEE and STATUS REPORTS**

1. **Governance Committee:** (Meeting Scheduled August 16<sup>th</sup>, 5 pm)
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 August 4<sup>th</sup>, 2023) – Director Parker gave a brief report on the meeting, informing the board of the ongoing turf removal project and the desire to begin reaching out to schools soon to discuss water conservation.

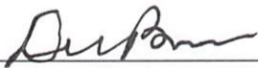
**H. BOARD and STAFF REPORTS**

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:** General Manager Lander discussed a recent trip to San Justo Reservoir where it's been determined that mussels have invaded to the point that it would be several million dollars to try to get rid of them, with a very low success rate. This in turn is leading to a desire to keep the reservoir closed to contain the mussels. Mr. Lander also discussed Cielo Vista reaching out requesting a meeting to discuss the district providing sewer services to them, to which he is requesting a board member attend. Director Buzzetta agreed to be present for the meeting with Cielo Vista. Lastly, Mr. Lander discussed the huge difference in air quality from last year near the industrial ponds. Numerous reports of smell were being reported to the district in prior years, but this year the smell is much better contained with less reports of odor.

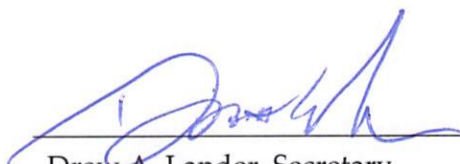
**I. FUTURE AGENDA ITEMS:** FY23-24 Budget Tracking, Fall ACWA Conference, Timeline on Demographic Study.

**J. ADJOURNMENT:** President Brown adjourned the meeting at 6:51 p.m.

APPROVED BY THE BOARD:

  
\_\_\_\_\_  
Dorothy J. L. Brown, President

RESPECTFULLY SUBMITTED:

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