

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
November 15th, 2022

A. CALL TO ORDER: The meeting was called to order at 4:30 p.m. by Vice President Brown, 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: Vice President Dee Brown (DB), Director Edward Mauro (EM), Director James Parker (JP), Director Mike Alcorn (MA).

Present via teleconference: President Jerry Buzzetta (JB).

B. PUBLIC COMMENTS ON CLOSED SESSION MATTERS: Vice President Brown conducted the meeting in the Board room at the request of President Buzzetta. 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)- Title: General Manager

Vice President Brown retired to closed session at 4:31 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 Mauro led those in attendance in the Pledge of Allegiance.

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

1. Conference with Legal Counsel- Pending Litigation (§54956.9)

i. A general update was given by Counsel, no reportable actions taken.

2. Public Employee Performance Review (§54957)- Title: General Manager

i. Board met to discuss the annual review of the GM performance, no reportable actions taken.

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

Steve Rosati introduced himself and commented on current water quality in the Ridgemark area where he a homeowner. Mr. Rosati stated that tenants of his are having extremely hard water that is putting wear and tear on appliances. General Manager Lander responded, informing Mr. Rosati that the State surface water allocation for this year was the main reason for less high-quality water, but the District plans to begin producing water at the Lessalt plant which will improve water quality in the Ridgemark area.

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.

H. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of October 18th, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of October 1, 2022 through October 31, 2022, totaling \$1,564,150.57 which includes \$403,554.10 for payments to vendors, \$360,663.89 for Payroll, \$417,275.33 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$918.53 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>	<u>Amount</u>
10/03/2022	JN00250	Customer Refund- Heather & Ryan Draeger	\$89.29	Customer
10/03/2022	JN00251	Customer Refund- Lulu Michelotti Irrevocable Trust	\$221.42	Customer
10/03/2022	JN00252	Customer Refund- Jamii & Stanley Pura	\$214.02	Customer
10/03/2022	JN00253	Customer Refund- Eric & Tiffany Stoke	\$22.71	Customer
10/04/2022	ACH 2378	BASIC Benefits LLC	\$586.13	Payroll
10/05/2022	ACH 2379	BASIC Benefits LLC	\$44.32	Payroll
10/05/2022	ACH 2380	Principal	\$3,231.41	Payroll
10/06/2022	50594	Abel Alvarez	\$163.86	Vendors
10/06/2022	50595	ACC Business	\$1,323.29	Vendors
10/06/2022	50596	Ace Hardware (Johnson Lumber Co.)	\$355.43	Vendors
10/06/2022	50597	Brenntag Pacific, Inc.	\$10,689.98	Vendors
10/06/2022	50598	Brigantino Irrigation	\$82.87	Vendors
10/06/2022	50599	Central Ag Supply LLC	\$1,217.09	Vendors
10/06/2022	50600	City of Hollister-Finance Dept	\$445,535.33	Hollister
10/06/2022	50600	City of Hollister-Finance Dept Reversal	-\$445,535.33	Hollister
10/06/2022	50601	D & K Marquez Enterprises, Inc.	\$5,455.89	Vendors
10/06/2022	50602	Eva Green Power	\$8,000.00	Vendors
10/06/2022	50603	Ferguson Enterprises, Inc.	\$728.89	Vendors
10/06/2022	50604	Greenwood Chevrolet	\$105.10	Vendors
10/06/2022	50605	Hach Company	\$1,455.61	Vendors
10/06/2022	50606	Hollister Auto Parts, Inc.	\$320.02	Vendors
10/06/2022	50607	Iconix Waterworks (US) Inc.	\$2,555.66	Vendors
10/06/2022	50608	J M Electric	\$80,093.49	Vendors
10/06/2022	50609	Meter, Valve & Control	\$6,376.14	Vendors
10/06/2022	50610	Mission Uniform Service	\$418.53	Vendors
10/06/2022	50611	MuniQuip, LLC	\$2,898.96	Vendors

10/06/2022	50612	Nationwide Retirements Solutions	\$8,442.81	Payroll
10/06/2022	50613	Postmaster	\$19.20	Vendors
10/06/2022	50614	Recology San Benito County	\$326.68	Vendors
10/06/2022	50615	San Benito County Water District	\$398.25	San Benito
10/06/2022	50616	State Water Resources Control Brd- WWOPCP	\$110.00	Vendors
10/06/2022	50617	TPO	\$967.00	Vendors
10/06/2022	50618	True Value Hardware	\$52.71	Vendors
10/06/2022	50619	Tyler Technologies, Inc.	\$6,077.50	Vendors
10/06/2022	50620	USA Blue Book	\$11,672.41	Vendors
10/06/2022	50621	UWUA Local 820	\$738.56	Vendors
10/06/2022	ACH 2381	BASIC Benefits LLC	\$21.06	Payroll
10/06/2022	JN00267	Net Pay	\$69,858.95	Payroll
10/06/2022	JN00267	Total Tax	\$19,205.98	Payroll
10/11/2022	ACH 2382	iCloud	\$11,549.75	Vendors
10/12/2022	ACH 2383	BASIC Benefits LLC	\$12.55	Payroll
10/12/2022	ACH 2384	CalPERS - Retirement	\$23.08	Payroll
10/12/2022	ACH 2385	BASIC Benefits LLC	\$107.00	Payroll
10/12/2022	ACH 2386	CalPERS - Retirement	\$200.00	Payroll
10/12/2022	ACH 2387	CalPERS - Retirement	\$240.17	Payroll
10/12/2022	ACH 2388	CalPERS - Retirement	\$3,997.58	Payroll
10/12/2022	ACH 2389	CalPERS - Retirement	\$7,518.31	Payroll
10/12/2022	ACH 2390	CalPERS - Retirement	\$7,605.14	Payroll
10/13/2022	50622	AT&T	\$437.01	Vendors
10/13/2022	50623	AT&T	\$377.20	Vendors
10/13/2022	50624	Brenntag Pacific, Inc.	\$71,102.71	Vendors
10/13/2022	50625	EBCO Pest Control	\$69.00	Vendors
10/13/2022	50626	Employee Relations, Inc.	\$74.97	Vendors
10/13/2022	50627	Frisch Engineering Inc.	\$13,390.00	Vendors
10/13/2022	50628	Grainger, Inc.	\$1,100.88	Vendors
10/13/2022	50629	Hach Company	\$394.90	Vendors
10/13/2022	50630	Pinnacle HealthCare	\$40.00	Vendors
10/13/2022	50631	Rain for Rent	\$12,386.96	Vendors
10/13/2022	50632	Simplot Grower Solutions	\$1,824.68	Vendors
10/13/2022	50633	Toro Petroleum Corp.	\$5,138.21	Vendors
10/13/2022	50634	U.S. Bank Corporate Payment Systems	\$520.00	Vendors
10/14/2022	ACH 2391	ADP	\$2,153.50	Vendors
10/17/2022	ACH 2392	BASIC Benefits LLC	\$442.80	Payroll
10/18/2022	ACH 2393	BASIC Benefits LLC	\$61.49	Payroll
10/18/2022	ACH 2394	BASIC Benefits LLC	\$86.24	Payroll
10/20/2022	50635	A-1 Services	\$403.00	Vendors
10/20/2022	50636	Ace Hardware (Johnson Lumber Co.)	\$221.43	Vendors
10/20/2022	50637	ACWA/JPIA	\$13,755.80	Vendors
10/20/2022	50638	Baker Supplies and Repairs	\$8.19	Vendors
10/20/2022	50639	Brigantino Irrigation	\$54.23	Vendors
10/20/2022	50640	Bryan Mailey Electric, Inc	\$5,946.24	Vendors
10/20/2022	50641	CM Analytical, Inc.	\$21,075.00	Vendors
10/20/2022	50642	CWEA Membership- TCP	\$202.00	Vendors
10/20/2022	50643	De Lay & Laredo	\$2,671.00	Vendors
10/20/2022	50644	DXP Enterprises, Inc.	\$4,520.51	Vendors
10/20/2022	50645	Greenwood Chevrolet	\$166.56	Vendors
10/20/2022	50646	Hollister Auto Parts, Inc.	\$60.65	Vendors
10/20/2022	50647	Kevin Castro	\$262.00	Vendors
10/20/2022	50647	Kevin Castro Reversal	-\$262.00	Vendors
10/20/2022	50648	LDJ Manufacturing, Inc.	\$2,584.72	Vendors

10/20/2022	50649	Mission Uniform Service	\$720.64	Vendors
10/20/2022	50650	Nationwide Retirements Solutions	\$8,747.37	Payroll
10/20/2022	50651	Quinn Company	\$1,290.41	Vendors
10/20/2022	50652	Raftelis Financial Consultants, Inc.	\$2,312.50	Vendors
10/20/2022	50653	San Benito County Water District	\$338,793.66	San Benito
10/20/2022	50655	San Benito County Water District- Pumping	\$42,382.61	San Benito
10/20/2022	50656	Trans Union LLC	\$181.87	Vendors
10/20/2022	50657	True Value Hardware	\$52.40	Vendors
10/20/2022	50658	Tyler Technologies, Inc.	\$24,812.81	Vendors
10/20/2022	50659	U.S. Bank Corporate Payment	\$1,212.11	Vendors
10/20/2022	50660	Unified Truck Services	\$991.30	Vendors
10/20/2022	50661	USA Blue Book	\$3,338.14	Vendors
10/20/2022	50662	Wright Bros. Indust. Supply	\$96.10	Vendors
10/20/2022	ACH 2395	BASIC Benefits LLC	\$83.00	Payroll
10/20/2022	JN00268	Net Pay	\$67,811.53	Payroll
10/20/2022	JN00268	Total Tax	\$18,722.86	Payroll
10/21/2022	ACH 2396	BASIC Benefits LLC	\$35.00	Payroll
10/21/2022	ACH 2402	Nationwide Retirements Solutions	\$8,587.01	Payroll
10/21/2022	JN00254	Customer Refund- Urvshi & Pragnesh Amin	\$20.25	Customer
10/21/2022	JN00255	Customer Refund- Breckenridge Property FND 2016 LLC	\$187.44	Customer
10/21/2022	JN00256	Customer Refund- T S Burnham	\$90.00	Customer
10/21/2022	JN00257	Customer Refund- Jennifer & Andrew F Dudley	\$39.49	Customer
10/21/2022	JN00258	Customer Refund- Shelby & Derek Hansen	\$33.91	Customer
10/24/2022	ACH 2397	BASIC Benefits LLC	\$100.00	Payroll
10/25/2022	ACH 2398	CalPERS - Retirement	\$23.08	Payroll
10/25/2022	ACH 2399	BASIC Benefits LLC	\$101.30	Payroll
10/25/2022	ACH 2400	CalPERS - Retirement	\$7,501.57	Payroll
10/25/2022	ACH 2401	CalPERS - Retirement	\$7,691.73	Payroll
10/25/2022	ACH 2403	CalPERS - Health Insurance	\$21,171.41	Payroll
10/27/2022	50663	ACC Business	\$1,323.29	Vendors
10/27/2022	50664	Ace Hardware (Johnson Lumber Co.)	\$25.12	Vendors
10/27/2022	50665	Auto Tech Service Center, Inc.	\$850.00	Vendors
10/27/2022	50666	Brenntag Pacific, Inc.	\$40,196.15	Vendors
10/27/2022	50667	Brigantino Irrigation	\$19.93	Vendors
10/27/2022	50668	City of Hollister-Finance Dept	\$417,275.33	Hollister
10/27/2022	50669	Exceedio	\$3,194.51	Vendors
10/27/2022	50670	Hach Company	\$164.20	San Benito
10/27/2022	50671	John Smith Road Landfill	\$1,180.38	Vendors
10/27/2022	50672	Kevin Castro	\$262.00	Vendors
10/27/2022	50673	Konica Minolta Premier Finance	\$416.76	Vendors
10/27/2022	50674	Mid Valley Supply	\$75.69	Vendors
10/27/2022	50675	Mission Uniform Service	\$370.91	Vendors
10/27/2022	50676	O'Reilly Auto Parts	\$6.33	Vendors
10/27/2022	50677	Palace Business Solutions	\$142.87	Vendors
10/27/2022	50678	Postmaster	\$2,253.49	Vendors
10/27/2022	50679	Razzolink.com	\$76.95	Vendors
10/27/2022	50680	Toro Petroleum Corp.	\$2,955.83	Vendors
10/27/2022	50681	UWUA Local 820	\$761.64	Vendors
10/27/2022	50682	Veolia Water Technologies	\$6,799.18	Payroll
10/27/2022	50683	Verizon Wireless	\$384.99	Payroll
10/27/2022	50684	William K Boltz	\$98.14	Payroll

10/27/2022	ACH 2404	P G & E	\$91,005.70	Payroll
10/27/2022	ACH 2405	BASIC Benefits LLC	\$115.00	Payroll

-\$1,564,150.57 TOTAL

3. Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.
4. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
5. Receive General Manager Monthly Status Report.
6. Approval of Resolution #582 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).

Vice President Brown asked for public comment and upon receiving none, Vice 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 Vice President Brown then took a roll call vote as follows: (JP), yes; (MA), yes; (EM), yes; (JB) yes; and (DB) yes; the motion carried 5-0.

I. NEW BUSINESS:

1. **Authorize the Board President to Sign Letter of Support for San Benito County Water District's Accelerated Drought Response Project (ADRoP) application for grant funding through the United States Bipartisan Infrastructure Law (BIL) administered by the Bureau of Reclamation. Funding Opportunity R23AS00019, Small Surface Water and Groundwater Storage Projects.**

General Manager Lander spoke on this item, stating that San Benito County Water District requested a Letter of Support from Sunnyslope. This letter would assist in applying for a grant through the state drought resiliency program. These funds would be used towards developing a project estimated to provide 6000 acre feet of needed water storage.

Director Parker inquired whether this would lead to better water quality, to which General Manager Lander confirmed it would. As opposed to straight ground water, this water would be imported surface water, treated and injected into underground aquifers.

Vice President Brown then asked for any public comment. Upon receiving no public comment, Director Parker made a motion to Authorize the Board President to Sign a Letter of Support for San Benito County Water District's Accelerated Drought Response Project (ADRoP) application for grant funding through the United States Bipartisan Infrastructure Law (BIL) administered by the Bureau of Reclamation. Funding Opportunity R23AS00019, Small Surface Water and Groundwater Storage Projects. This motion was seconded by Director Alcorn for which Vice President Brown then took a roll call vote as follows: (EM), yes; (MA), yes; (JP) yes; (JB) yes; and (DB) yes; the motion carried 5-0.

2. SBCWD DRAFT- Zone 6 Water Rate and Capacity Fee Study (Not a project under CEQA per article 20, Section 15378) For Discussion only.

San Benito County Water District did a water rate and capacity fee study that they are near the end of completing. This item was brought to the board to inform them of the proposed increases and the effect that those will have on the District. Associate Engineer Robert Hillebrecht informed the board that until the District raises our rates the increase would solely be burdened on the District.

Director Alcorn asked when the last rate increase for the district was, to which General Manager Lander informed him it had been 3 years since SSCWD raised rates.

This item required no motion.

3. Approve Amendment 2 to the Agreement for Water and Sewer Facilities and Service for the Promontory at Ridgemark Development for a cost not to exceed \$110,000.00

General Manager Lander was asked to speak on this item. Lander reported that the Water and Sewer Facilities and Service for the Promontory at Ridgemark Project has been coming along nicely. With the replacement of the 8" sewer main to a new 12" one on Marks Dr. there has been multiple recent leaks. Upon further investigation Sunnyslope staff discovered that the water services on Marks Dr. were in poor condition due to steel saddles that had corroded over their 40 years there. In order to stop costly leaks and prevent further issues the best option is to replace the 12 water services in that area. Doing this now the District can share some of the road repair costs with the sewer replacement project, instead of having to come back in and tear out fresh road.

Vice President Brown then asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Approve Amendment 2 to the Agreement for Water and Sewer Facilities and Service for the Promontory at Ridgemark Development for a cost not to exceed \$110,00.00. This motion was seconded by Director Mauro for which Vice 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 execution of a 5 Year Employment Contract with Drew Lander, General Manager.

This item was brought to the board as General Manager Lander's current contract is up and in need of a renewal. After completing GM Lander's annual review in closed session the Board members shared their approval of work completed under the prior contract.

Vice President Brown asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Authorize execution of a 5 Year Employment Contract with Drew Lander. This motion was seconded by Director Parker for which Vice President Brown then took roll call vote as follows: (JB) yes; (MA) yes; (JP) yes; (EM) yes; and (DB) 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:** No Report.
3. **General Manager:** General Manager/Secretary Lander gave a report on an accident that occurred at the District's West Hills Plant earlier in the month. Due to the damage suffered, West Hills will be down until all the parts that need to be replaced are available, but due to supply chain issues it could be a while. In the meantime, Lessalt will be back up and running and although this accident was not the fault of the District or District staff, analysis will be made to ensure future accidents of this magnitude do not occur again. General Manager Lander also updated the board on the status of the billing Tyler conversion, stating that it there have been some difficulties with coordinating each of the participating consultant groups but the project should be completed this month.

L. FUTURE AGENDA ITEMS:

- i. Urban Area Water Management Plan Amendment Ratification
- ii. FY 2021-2022 Audit Report
- iii. Electing new Board President for 2023

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

APPROVED BY THE BOARD:



Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED:



Drew A. Lander, Secretary