

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
July 18th, 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 Mauro led those in attendance in the Pledge of Allegiance.

C. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Mauro, seconded by Director Alcorn, 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 June 20th, 2023
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of June 1, 2023 through June 30, 2023, totaling \$2,322,877.17 which includes \$460,396.15 for payments to vendors, \$371,436.53 for Payroll, \$443,433.62 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$2,368.23 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
06/01/2023	51334	Ace Hardware (Johnson Lumber Co.)	\$247.33
06/01/2023	51335	AT&T	\$432.60
06/01/2023	51336	Brenntag Pacific, Inc.	\$19,339.32
06/01/2023	51337	Calgon Carbon Corporation	\$71,697.79
06/01/2023	51338	Edges Electrical Group, LLC	\$833.92
06/01/2023	51339	Mission Uniform Service	\$379.04
06/01/2023	51340	Municipal Maintenance Equipment	\$862.94
06/01/2023	51341	Petty Cash	\$15.00
06/01/2023	51342	Razzolink.com	\$76.95
06/01/2023	51343	USA Blue Book	\$306.44
06/01/2023	51344	Veolia Water Technologies	\$723.60
06/01/2023	JN00428	Net Pay	\$69,607.14
06/01/2023	JN00428	Total Tax	\$17,089.16
06/02/2023	51163	JUNE & JIMMIE MILLER	\$7.01
06/02/2023	51352	Bryan Mailey Electric, Inc	\$5,985.97
06/02/2023	ACH2613	Sterling Administration Health	\$382.09
06/05/2023	ACH2614	CalPERS - Retirement	\$23.08
06/05/2023	ACH2615	Sterling Administration Health	\$161.78

06/05/2023	ACH2616	CalPERS - Retirement	\$240.17
06/05/2023	ACH2617	Principal	\$3,648.60
06/05/2023	ACH2618	CalPERS - Retirement	\$3,997.58
06/05/2023	ACH2619	CalPERS - Retirement	\$6,920.63
06/05/2023	ACH2620	CalPERS - Retirement	\$7,777.07
06/05/2023	ACH2621	Nationwide Retirements Solutions	\$9,156.61
06/05/2023	ACH2622	P G & E	\$29,333.84
06/05/2023	JN00416	SBCWD March 2023 Payment Correction	\$226,763.71
06/06/2023	ACH2623	iCloud	\$11,869.10
06/07/2023	51353	Ace Hardware (Johnson Lumber Co.)	\$260.08
06/07/2023	51355	AT&T	\$279.53
06/07/2023	51356	Backflow Apparatus & Valve Co. (BAVCO)	\$121.40
06/07/2023	51357	Badger Meter, Inc.	\$28,873.26
06/07/2023	51358	Brenntag Pacific, Inc.	\$14,134.08
06/07/2023	51359	Central Ag Supply LLC	\$703.21
06/07/2023	51360	CM Analytical, Inc.	\$11,728.75
06/07/2023	51361	Iconix Waterworks (US) Inc.	\$1,017.98
06/07/2023	51362	J M Electric	\$5,594.50
06/07/2023	51363	Jacob Machado	\$248.00
06/07/2023	51364	Mission Uniform Service	\$421.75
06/07/2023	51365	Recology San Benito County	\$326.68
06/07/2023	51366	RJR Recycling	\$1,000.00
06/07/2023	51367	Simplot Grower Solutions	\$1,331.00
06/07/2023	51368	Star Concrete	\$767.49
06/07/2023	51369	U.S. Bank Corporate Payment Systems	\$5,261.79
06/07/2023	51370	USA Blue Book	\$1,083.09
06/07/2023	ACH2624	Sterling Administration Health	\$150.00
06/09/2023	51399	ADAM & COLLEEN SOARES	\$23.06
06/09/2023	51400	FLORENCIO MARQUEZ	\$1,082.60
06/09/2023	51401	NATALIE & MICHAEL KEAVENEY	\$120.26
06/09/2023	ACH2625	ADP	\$200.43
06/12/2023	ACH2626	Sterling Administration Health	\$150.00
06/14/2023	51371	All American Mailing, Inc.	\$3,069.32
06/14/2023	51372	A-1 Services	\$403.00
06/14/2023	51373	ACC Business	\$1,323.29
06/14/2023	51374	Atlas Copco Compressors LLC	\$1,018.59
06/14/2023	51375	Auto Tech Service Center, Inc.	\$120.00
06/14/2023	51376	Brenntag Pacific, Inc.	\$38,037.66
06/14/2023	51377	Brigantino Irrigation	\$24.05
06/14/2023	51378	City of Hollister-Finance Dept	\$4,461.96
06/14/2023	51379	City of Hollister-Finance Dept	\$443,433.62
06/14/2023	51379	City of Hollister-Finance Dept Reversal	-\$443,433.62
06/14/2023	51380	Dee J Burbank	\$250.00
06/14/2023	51381	Edges Electrical Group, LLC	\$18.40
06/14/2023	51382	Green Line	\$4,552.50
06/14/2023	51383	Hach Company	\$835.61
06/14/2023	5138450807	KB Home	\$14,205.00
06/14/2023	51385	Manuel Chavez	\$192.37
06/14/2023	51386	Mission Uniform Service	\$379.04
06/14/2023	51387	O'Reilly Auto Parts	\$72.63
06/14/2023	51388	Ryan Herco Flow Solutions	\$483.04
06/14/2023	51389	San Benito County Water District	\$384,031.69
06/14/2023	51391	Scott Watson	\$166.54
06/14/2023	51392	Shape, Inc.	\$4,297.52
06/14/2023	51393	The Door Company	\$2,314.00

06/14/2023	51394	Toro Petroleum Corp.	\$2,614.55
06/14/2023	51395	TPO	\$1,976.25
06/14/2023	51396	Trans Union LLC	\$182.70
06/14/2023	51397	Triplepoint Environmental LLC	\$71,033.65
06/14/2023	51398	Velodyne	\$192.01
06/14/2023	ACH2627	Sterling Administration Health	\$376.00
06/14/2023	ACH2628	Colonial Life	\$1,881.16
06/15/2023	ACH2629	Sterling Administration Health	\$5.00
06/15/2023	JN00429	Net Pay	\$68,852.24
06/15/2023	JN00429	Total Tax	\$17,802.58
06/16/2023	ACH2630	ADP	\$2,146.41
06/20/2023	51402	Ace Hardware (Johnson Lumber Co.)	\$233.70
06/20/2023	51403	Badger Meter, Inc.	\$5,083.49
06/20/2023	51404	Brenntag Pacific, Inc.	\$56,661.75
06/20/2023	51405	Brigantino Irrigation	\$211.29
06/20/2023	51406	Central Ag Supply LLC	\$324.71
06/20/2023	51407	Community Printers, Inc.	\$2,320.07
06/20/2023	51408	De Lay & Laredo	\$2,644.50
06/20/2023	51409	DKF Solutions Group, LLC	\$2,925.00
06/20/2023	51410	EBCO Pest Control	\$69.00
06/20/2023	51411	Iconix Waterworks (US) Inc.	\$2,789.87
06/20/2023	51412	John Smith Road Landfill	\$785.99
06/20/2023	51413	Metropolitan Compounds Inc	\$5,984.18
06/20/2023	51414	Mission Uniform Service	\$421.75
06/20/2023	51415	Postal Graphics	\$70.89
06/20/2023	51416	Primex	\$7,708.84
06/20/2023	51417	Reliable Translations	\$212.94
06/20/2023	51418	TPO	\$1,974.00
06/20/2023	51419	USA Blue Book	\$484.37
06/20/2023	ACH2631	CalPERS - Retirement	\$23.08
06/20/2023	ACH2632	Sterling Administration Health	\$134.00
06/20/2023	ACH2633	CalPERS - Retirement	\$7,088.03
06/20/2023	ACH2634	CalPERS - Retirement	\$7,784.19
06/20/2023	ACH2635	CalPERS - Health Insurance	\$25,261.67
06/21/2023	ACH2636	Nationwide Retirements Solutions	\$9,156.61
06/22/2023	51420	All American Mailing, Inc.	\$2,993.69
06/23/2023	ACH2637	Sterling Administration Health	\$204.00
06/26/2023	50908	LACY & WYATT BOURDET	\$248.46
06/26/2023	51437	PATRICK DUNN	\$144.97
06/26/2023	51438	AMANDA C PERRY	\$14.89
06/26/2023	51440	DAVID & ISAAK RODRIGUEZ	\$11.99
06/26/2023	51441	JENNIFER MATTSON & JOSEPH RONDINA	\$50.24
06/28/2023	51421	Ace Hardware (Johnson Lumber Co.)	\$32.04
06/28/2023	51422	AT&T	\$1,928.24
06/28/2023	51423	Brenntag Pacific, Inc.	\$15,236.53
06/28/2023	51424	Buckles-Smith	\$802.88
06/28/2023	51425	City of Hollister-Finance Dept	\$438,971.66
06/28/2023	51426	exceedio	\$3,205.12
06/28/2023	51427	Extreme Air, Inc.	\$360.00
06/28/2023	51428	Filmtec Corporation	\$1,089.63
06/28/2023	51429	First Trust Alarm Company	\$698.00
06/28/2023	51430	InfoSend	\$3,258.20
06/28/2023	51431	Razzolink.com	\$76.95
06/28/2023	51432	San Benito County Water District	\$117,488.00
06/28/2023	51433	San Benito County Water District	\$316,959.24
06/28/2023	51434	San Benito Tire Pros & Automotive	\$196.54
06/28/2023	51435	Toro Petroleum Corp.	\$1,797.96

06/28/2023	51436	Veolia Water Technologies	\$1,782.88
06/29/2023	JN00430	Net Pay	\$66,944.47
06/29/2023	JN00430	Total Tax	\$17,285.75
06/30/2023	51478	RICHARD & LAURA MOORER	\$99.56
06/30/2023	51479	PHILIP & ANTOINETTE RODRIGUEZ	\$102.36
06/30/2023	51480	DIANNA & ALEX DININNO	\$139.81
06/30/2023	51481	MARK NICHOLSON, INC.,	\$323.02

-\$2,322,877.17

3. Receive Associate Engineer Monthly Status Report. (June 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 Parker, 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.

F. NEW BUSINESS:

1. **Authorize The General Manager To Execute A Contract With San Benito County Water District For The Renewal Of Hollister Urban Area Agreement Of Operations An Maintenance Services (Not A Project Under CEQA Per Article 20, Section 15378).**

General Manager Lander spoke on this matter informing the board that the district is seeking to renew their Hollister Urban Area contract with San Benito County Water District (SBCWD). Mr. Lander continued by mentioning the meeting he attended with all the parties of the contract, where it was decided to make a minimal change. The revision to the contract states that Sunnyslope will be billing actuals month to month rather than budgeted with a yearly true up. After touring the plants, SBCWD was happy with the services Sunnyslope has been providing and everyone is in agreement to renew the contract.

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 Execute A Contract With San Benito County Water District For The Renewal Of Hollister Urban Area Agreement Of Operations An Maintenance Services. This motion was seconded by Director Mauro for which 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.

2. Ratify General Manager Action To Sign Professional Services Contract With San Benito Engineering & Surveying Inc. For Temporary Field Inspection Services (Not a project under CEQA per Article 20, Section 15378).

General Manager Drew Lander brought this item to the board seeking approval to contract field inspection services to temporarily substitute for a District Associate Engineer. Mr. Lander informed the board that since our Associate Engineer's absence he has been stretched thin attempting to take over all inspections and manage his office work. Although the District is taking steps to fill the empty position there aren't any qualified candidates that have applied yet, which is what prompted Mr. Lander to seek help from Don Ridenhour, former Sunnyslope County Water District General Manager. Director Buzzetta questioned a timeline for this contract to which Mr. Lander informed him there isn't currently one, but if the contract goes over the \$20,000 it will be brought back to the board for approval.

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 Ratify General Manager Action To Sign Professional Services Contract With San Benito Engineering & Surveying Inc. For Temporary Field Inspection Services. This motion was seconded by Director Parker 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.

3. Consider Board Discussion Regarding Fleet Electrification And Provide General Manager Direction Regarding Future Vehicle Purchases.

General Manager Lander brought this item to the board to discuss the direction they'd like to take in electrifying the District's fleet of vehicles. Mr. Lander informed the board that the District is currently in a position to plan for the future of our vehicles, especially with the necessity to replace three of our current trucks very soon. Mr. Lander continues that he believes it may be a good time to get two light duty electric trucks to try out since the cost for a heavy-duty gas truck isn't too far off from the light duty electric one.

Directors had some discussion back and forth with Director Buzzetta commenting it may be a good idea to try to purchase a single electric truck to test out. In response to this General Manager Lander did inform Director Buzzetta that a charging station would still need to be installed with just a single electric vehicle. Director Alcorn then commented that California is working towards encouraging fleet conversions that will eventually trickle down to the District, but upon further Director conversation it may be premature to start now.

This item was brought to the board for conversation, no motion needed.

G. 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)


H. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:** General Manager Lander discussed the rising costs and usage of chemicals with the increased water supply Sunnyslope is working towards treating. He emphasized that the district is keeping track of these costs and will reach back out to San Benito if costs become too much of a burden to the district. Mr. Lander also discussed the city wastewater treatment plant receiving a reduction in their capacity from the regional board due to how operations were being handled. With this revelation Mr. Lander believes that Sunnyslope would be a good candidate to take over the running of said plant to fix operations, therefore he plans to attend the city meeting August 7th to discuss that potential. Mr. Lander continued with giving updates on the current projects the district is working towards before changing subject and discussing unpaid water issues. He informed the board the district is looking at approximately \$350,000 of unpaid water, which has put us in the position to start reinstating liens and shut offs for nonpayment.

I. FUTURE AGENDA ITEMS: FY23-24 Budget Tracking, Phonenumber Upgrade Contract, New Vehicle Purchase Authorization.

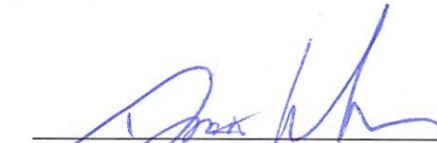
J. ADJOURNMENT: President Brown adjourned the meeting at 6:34 p.m.

APPROVED BY THE BOARD:



Dorothy J. L. Brown, President

RESPECTFULLY SUBMITTED:



Drew A. Lander, Secretary