

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
November 18th, 2025

A. CALL TO ORDER: The meeting was called to order at 4:30 p.m. by President Alcorn, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

ROLL CALL: Present in Person: President Michael Alcorn (MA), Vice President Jerry Buzzetta (JB), Director Dee Brown (DB), Director Orlando Martinez (OM).

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- Potential Litigation (§ 54956.9(b)):

i. Joseph Vallejo, Victor Espericueta, and Christopher Jones v. the Neil Jones Food Company dba San Benito Foods (5:24-cv-06835-VKD, Federal District Court, North District of California)

2. Public Employee Performance Review (§ 54957):

i. General Manager

President Alcorn retired to closed session at 4:30 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 Brown led those in attendance in the Pledge of Allegiance.

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

1. Conference with Legal Counsel- Potential Litigation (§ 54956.9(b)):

i. Joseph Vallejo, Victor Espericueta, and Christopher Jones v. the Neil Jones Food Company dba San Benito Foods (5:24-cv-06835-VKD, Federal District Court, North District of California)

District counsel Michael Laredo provided a status report, and no reportable action was taken.

2. Public Employee Performance Review (§ 54957):

i. General Manager

District Counsel Michael Laredo reported that this matter was reviewed at the November 13 Employee and Personnel Committee meeting and again during this evening's closed session. The item is now presented as an open action item under I-4.

F. APPROVAL OF AGENDA: President Alcorn requested a motion to approve the agenda. Director Brown motioned to approve the agenda, seconded by Director Martinez, for which President Alcorn took a roll call vote as follows: (DB), yes; (OM), yes; (JB), yes; and (MA), yes; the motion carried 4-0 with 1 vacant seat.

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 public 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, Assistance Finance Manager Dana Sullivan, Principal Engineer Robert Hillebrecht.

Staff Present for Open Session: Via Zoom: Finance and Human Resources Manager Barry Kelly

H. CONSENT AGENDA:

1. Approval of Minutes for:

Regular Board Meeting of October 28th, 2025.

Regular Board Meeting of September 23rd, 2025 (with tracked changes).

2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of October 1, 2025 through October 31, 2025, totaling \$1,613,566.13 includes \$659,131.30 for payments to vendors, \$452,891.72 for Payroll, and \$469,693.03 paid to the City of Hollister for collection of City sewer billings (net of our fees).

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
10/1/2025	54343	Mission Uniform Service	495.51
10/1/2025	54346	Petty Cash	226.80
10/1/2025	54338	Alvin Do	519.34
10/1/2025	54352	Veolia Water Technologies, Inc.	6,787.28
10/1/2025	54340	Brenntag Pacific, Inc.	39,537.23
10/1/2025	54348	Simplot Grower Solutions	1,265.85
10/1/2025	54345	PACE Supply Corp	15,496.73
10/1/2025	54347	Rain for Rent	4,330.89
10/1/2025	54339	Amazon Capital Services	1,094.62
10/1/2025	54350	USA Blue Book	2,313.00
10/1/2025	54342	JIFCO INC.	535.84
10/1/2025	54344	Motion Industries, Inc.	4,863.52
10/1/2025	54351	UWUA Local 820	842.90
10/1/2025	54349	Star Concrete	681.72
10/1/2025	54341	Hach Company	41.96
10/2/2025	EFT0000265	Total Tax	20,270.87
10/2/2025	EFT0000264	Net Pay	80,286.02
10/3/2025	54361	Rivas Quality Painting	7,650.00
10/7/2025	54362	Eno Scientific LLC	14,125.29
10/7/2025	ACH3227	P G & E	53,088.69
10/7/2025	ACH3226	Principal	5,091.71
10/8/2025	ACH3228	iCloud	13,207.89
10/9/2025	54370	Charles P. Crowley Company, Inc.	3,173.05
10/9/2025	54367	Brenntag Pacific, Inc.	19,509.09
10/9/2025	54375	San Benito County Water District	451.75
10/9/2025	54377	Toro Petroleum Corp.	2,158.39
10/9/2025	54371	City of Hollister-Finance Dept	469,693.03
10/9/2025	54372	Clean Brothers	150.00
10/9/2025	54376	San Benito Tire Pros & Automotive	25.00
10/9/2025	54379	U.S. Bank Corporate Payment Systems	5,020.86
10/9/2025	54364	Amazon Capital Services	529.31
10/9/2025	54369	Central Ag Supply LLC	166.68
10/9/2025	54363	Ace Hardware (Johnson Lumber Co.)	340.21
10/9/2025	54366	B.S.K. Associates	1,480.00

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10/9/2025	54374	Recology San Benito County	750.38
10/9/2025	54373	O'Reilly Auto Parts	29.72
10/9/2025	54378	Trans Union LLC	125.16
10/9/2025	54365	Auto Tech Service Center, Inc.	180.00
10/9/2025	54368	Calgon Carbon Corporation	71,697.79
10/15/2025	ACH3229	Sterling Administration Health	31.70
10/15/2025	ACH3230	Colonial Life	2,413.24
10/16/2025	EFT0000271	Total Tax	22,979.51
10/16/2025	EFT0000270	Net Pay	90,577.95
10/17/2025	ACH3231	Sterling Administration Health	35.00
10/17/2025	ACH3232	ADP	2,454.77
10/20/2025	ACH3233	Sterling Administration Health	5.00
10/20/2025	ACH3234	Nationwide Retirements Solutions	10,217.89
10/22/2025	ACH3236	CalPERS - Retirement	162.18
10/22/2025	ACH3237	CalPERS - Retirement	637.17
10/22/2025	ACH3238	CalPERS - Retirement	8,289.71
10/22/2025	ACH3241	CalPERS - Retirement	10,417.33
10/22/2025	ACH3239	CalPERS - Retirement	8,524.55
10/22/2025	ACH3235	CalPERS - Retirement	162.18
10/22/2025	ACH3242	CalPERS - Retirement	10,988.35
10/22/2025	ACH3243	CalPERS - Retirement	11,020.79
10/22/2025	ACH3244	CalPERS - Health Insurance	42,266.15
10/22/2025	ACH3240	Nationwide Retirements Solutions	10,217.89
10/24/2025	54392	EBCO Pest Control	75.00
10/24/2025	54401	InfoSend	6,954.58
10/24/2025	54406	Mission Uniform Service	970.02
10/24/2025	54400	Iconix Waterworks (US) Inc.	6,474.82
10/24/2025	54386	Brenntag Pacific, Inc.	40,531.09
10/24/2025	54412	San Benito County Water District	8,600.90
10/24/2025	54409	Rain for Rent	3,646.19
10/24/2025	54394	Extreme Air, Inc.	175.00
10/24/2025	54381	ACC Business	1,337.24
10/24/2025	54415	Toro Petroleum Corp.	3,157.35
10/24/2025	54411	Ruggeri-Jensen-Azar	4,450.50
10/24/2025	54413	San Benito Tire Pros & Automotive	242.59
10/24/2025	54391	E.H. Wachs Co.	2,287.97
10/24/2025	54402	John Smith Road Landfill	220.72
10/24/2025	54403	Kelly Roberts	4,211.40
10/24/2025	54417	Tyler Technologies, Inc.	24,726.56
10/24/2025	54389	De Lay & Laredo	3,015.50
10/24/2025	54418	USA Blue Book	343.98
10/24/2025	54383	Atlas Copco Compressors LLC	1,500.00
10/24/2025	54387	Brigantino Irrigation	276.79
10/24/2025	54399	ICON Cloud Solutions, LLC	292.91
10/24/2025	54393	exceedio	1,083.00
10/24/2025	54382	Ace Hardware (Johnson Lumber Co.)	574.21
10/24/2025	54395	First Trust Alarm Company	820.77
10/24/2025	54390	Dee J Burbank	250.00
10/24/2025	54410	Rexel	359.64
10/24/2025	54407	Pacific Crest Engineering	267.50
10/24/2025	54380	A-1 Services	504.00
10/24/2025	54385	Borges & Mahoney, Inc.	66.59
10/24/2025	54405	Mc Master-Carr	60.90

10/24/2025	54397	Government Finance Officers Association	250.00
10/24/2025	54398	Hach Company	667.18
10/24/2025	54384	Auto Tech Service Center, Inc.	3,400.00
10/24/2025	54404	Maggiora Bros. Drilling, Inc.	5,798.15
10/24/2025	54414	Star Concrete	273.12
10/24/2025	54396	Foster & Foster, Inc.	1,700.00
10/24/2025	54408	Raftelis Financial Consultants, Inc.	450.00
10/24/2025	54388	Calcon System, Inc.	34,927.50
10/27/2025	ACH3246	Sterling Administration Health	196.39
10/27/2025	ACH3245	Sterling Administration Health	70.00
10/29/2025	54440	Mission Uniform Service	1,065.83
10/29/2025	54442	San Benito County Water District	23,249.18
10/29/2025	54446	Veolia Water Technologies, Inc.	74,030.01
10/29/2025	54436	exceedio	5,215.81
10/29/2025	54445	USA Blue Book	368.20
10/29/2025	54434	Brigantino Irrigation	142.41
10/29/2025	54439	Meter, Valve & Control	118,760.34
10/29/2025	54443	Scott Watson	57.89
10/29/2025	54433	Brenntag Pacific, Inc.	10,173.50
10/29/2025	54438	Mc Gilloway, Ray, Brown & Kaufman	10,600.00
10/29/2025	54430	Ace Hardware (Johnson Lumber Co.)	292.90
10/29/2025	54432	Borges & Mahoney, Inc.	71.04
10/29/2025	54435	CWEA Membership- TCP	251.00
10/29/2025	54447	Verizon Wireless	646.50
10/29/2025	54431	Auto Tech Service Center, Inc.	150.00
10/29/2025	54437	Hollister Landscape Supply	228.23
10/29/2025	54444	Star Concrete	685.00
10/29/2025	54441	Postal Graphics	88.00
10/30/2025	EFT0000277	Total Tax	21,157.29
10/30/2025	EFT0000275	Manuals	4,211.40
10/30/2025	EFT0000276	Net Pay	77,724.79
10/31/2025	ACH3248	CalPERS - Retirement	10,971.16
10/31/2025	ACH3247	CalPERS - Retirement	8,479.98
10/31/2025	MISC0000532	Heritage Bank Activity Charges- October 2025	100.17

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3. Receive Engineering Services 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.

President Alcorn requested a motion or discussion on the Consent Agenda. Director Buzzetta requested discussion and asked questions regarding the minutes and several staff and finance report items. During the discussion, Director Buzzetta requested two amendments: (1) that the October 28, 2025 Regular Board Meeting minutes be corrected to reflect Finance Manager Barry Kelly's teleconference attendance, and (2) that the September 23, 2025 Regular Board Meeting minutes be removed from the Consent Agenda and moved to New Business for separate discussion.

President Alcorn then requested a motion to approve the Consent Agenda as amended. A motion was made by Director Buzzetta, seconded by Director Brown, to approve the Consent Agenda with the removal of the September 23, 2025 minutes and the addition of Mr. Kelly's attendance in the October 28, 2025 meeting minutes. President Alcorn then took a roll call vote as follows: (DB), yes; (OM), yes; (JB), yes; and (MA) yes; the motion carried 4-0 with 1 vacant seat.

I. NEW BUSINESS:

1. Presentation On LAFCO Wastewater Municipal Service Review Governance Options. (Presented By Jennifer Stephenson, Policy Consulting Associates, LLC/Director, San Benito County LAFCO)

LAFCO Executive Officer Jennifer Stephenson provided a presentation on the draft Regional Wastewater Municipal Service Review and outlined several governance structure options under consideration for San Benito County. Her presentation included an overview of existing service challenges, out-of-area wastewater connections, agency coordination issues, and potential regional or agency-specific governance models. Board members and the General Manager asked clarifying questions regarding long-term planning, annexation, service responsibilities, and Sunnyslope's potential role in future coordination efforts.

The Board received the presentation and provided general feedback; no action was taken.

2. Authorize The General Manager To Initiate Negotiations With Verizon Wireless For Lease Of A Portion Of Land To Install A Cellular Receiver/Transmitter To Be Installed At The Fairview Tank Property. (Not Lead Agency In CEQA Evaluation)

General Manager Lander presented the item requesting authorization to initiate negotiations with Verizon Wireless regarding a potential lease of space at the Fairview Tank property for installation of a cellular receiver/transmitter. The Board asked questions regarding equipment placement, access, potential impacts, indemnification, and the negotiation process. The staff report, Letter of Authorization, and preliminary site plan were provided for reference.

President Alcorn then asked for any public comment and upon receiving no public comment, requested a motion to approve the item. Director Brown made a motion to authorize the General Manager to initiate negotiations with Verizon Wireless for lease of a portion of land to install a cellular receiver/transmitter to be installed at the Fairview Tank Property. This motion was seconded by Director Martinez for which President Alcorn then took a roll call vote as follows: (DB), yes; (OM), yes; (JB), yes; and (MA), yes; the motion passes 4-0 with 1 vacant seat.

3. Approve The Purchase Of A Replacement Kubota Tractor, Attachments, And Trailer For A Total Cost Of \$86,340.93. (Not A Project Under CEQA Per Article 20, Section 15378)

General Manager Lander presented the proposal to purchase a replacement Kubota tractor, attachments, and a trailer for District operations at a total cost of \$86,340.93. He noted that the existing 2009 tractor has reached the end of its useful life and that the new equipment would support sludge handling and field maintenance activities across the District. The Board asked clarifying questions regarding equipment lifespan, attachment compatibility, pricing, and delivery, all of which were addressed by the General Manager.

President Alcorn then asked for any public comment and upon receiving no public comment, requested a motion to approve the item. Director Martinez made a motion to approve the purchase of a replacement Kubota Tractor, attachments, and trailer for a total cost of \$86,340.93. This motion was seconded by Director Brown for which President Alcorn then took a roll call vote as follows: (DB), yes; (OM), yes; (JB), yes; and (MA), yes; the motion passes 4-0 with 1 vacant seat.

4. Approve a 5% General Manager Incentive Pay In An Amount Not To Exceed \$10,250.

President Alcorn introduced the item and noted that the General Manager's 2025 performance evaluation had been discussed earlier in Closed Session. President Alcorn then opened the item for public comment, and District Principal Engineer Robert Hillebrecht provided comment acknowledging the General Manager's work and coordination efforts. No additional public comments were received.

President Alcorn then requested a motion to approve the item. Director Brown made a motion to approve the action as written. This motion was seconded by Director Martinez for which President Alcorn then took a roll call vote as follows: (DB), yes; (OM), yes; (JB), abstained; and (MA), yes; the motion passes 3-0, with Director Buzzetta abstaining and 1 vacant seat. Director Buzzetta requested that his abstention be noted in the minutes as relating to a change in the review process rather than the General Manager's performance.

5. Approve Regular Board Meeting Minutes of September 23rd, 2025 (with tracked changes).

The Board reviewed the September 23, 2025 Regular Meeting minutes and considered the edits submitted by Director Buzzetta. Director Buzzetta expressed concern that certain comments he made during the meeting were not reflected in the draft minutes. Staff and legal counsel clarified that District practice, consistent with Board Policy 7150, is to prepare summary minutes that document actions taken and key points of discussion, rather than verbatim transcripts. The Board agreed that the minutes policy may be reviewed by committee at a future meeting for possible clarification.

President Alcorn then requested a motion to approve the item. Director Brown made a motion to approve the regular board meeting minutes of September 23rd, 2025 as originally presented. This motion was seconded by Director Martinez for which President Alcorn then took a roll call vote as follows: (DB), yes; (OM), yes; (JB), abstained; and (MA), yes; the motion passes 3-0, with Director Buzzetta abstaining and 1 vacant seat.

J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (No Meeting)
2. **Water/Wastewater Committee:** (No Meeting)
3. **Finance Committee:** (Meeting held November 6th- Held to discuss presentation of the monthly staff reports and potential cellular rental at the Fairview Tank location.)
4. **Policy and Procedure Committee:** (No Meeting)
5. **Personnel Committee:** (Meeting held November 13th- Committee discussed the General Manager's annual performance review, with the associated action reported under New Business Item I-4.)
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 Lander reported that the District's water meter installation progress had slowed at the end of August and September due to delayed meter deliveries but that deliveries have resumed and installations are continuing. He noted that bringing the work in-house has provided flexibility, and staff has been keeping up with installation expectations.

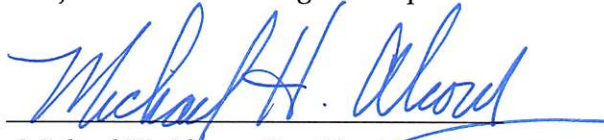
He informed the Board that San Benito County Water District would be considering rate adjustments for the cost of imported water at its meeting the following evening. The updated rate calculations incorporate prior reliability charge payments and revised drought assumptions, and preliminary review indicates a meaningful reduction in the District's cost per acre-foot beginning in March. He noted he would attend the SBCWD meeting for additional information and reported that coordination with SBCWD staff on audit supporting materials is also progressing well.

The General Manager ended his update briefly mentioning that the District's holiday party planning was underway and that additional details would be provided once finalized.

- L. FUTURE AGENDA ITEMS:** Annual Audit Presentation, Board President Selection and Committee Appointments, Interviews for Vacant Board Seat, and the Tres Pinos Consolidation bid award.

- M. ADJOURNMENT:** President Alcorn adjourned the meeting at 7:19 p.m.

APPROVED BY THE BOARD:


 Michael H. Alcorn, President

RESPECTFULLY SUBMITTED:


 Drew A. Lander, Secretary