



# Sunnyslope County Water District

## BOARD OF DIRECTORS

### REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

## NOTICE & AGENDA

FEBRUARY 16, 2021

Regular Board Meeting - 5:15PM

Closed Session - 4:30PM

**AS AUTHORIZED BY THE STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:**

Join from PC, Mac, Linux, iOS or Android:

<https://zoom.us/j/95081091878?pwd=bXE2aDlNWjBnMTMyQ0ZPSEpnRk1LUT09>

Password: SSCWD

Or Telephone: Dial + 1 (669) 900-9128 and when prompted enter Meeting ID: 950 8109 1878

Passcode: 115116

Regular Board Room attendance will NOT be available to the public.

Any members of the public requiring special accommodations may call the District office at (831) 637-4670 a minimum of 24 hrs prior to the start of the meeting.

### *Mission Statement:*

*"Our Mission is to provide safe, reliable, and high-quality water and wastewater services to our customers and all future generations in an environmentally and financially responsible manner."*

#### A. CALL TO ORDER - ROLL CALL

President Buzzetta\_\_\_\_\_, Vice-President Parker\_\_\_\_\_

Director Johnson\_\_\_\_\_, Director Ross\_\_\_\_\_, and Director Alcorn\_\_\_\_\_.

- B. PUBLIC COMMENT ON CLOSED SESSION MATTERS** – Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of three minutes per speaker.

## CLOSED SESSION

**C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:**

**1. Conference with Legal Counsel – Pending Litigation (§ 54956.9):**

- a. *County of San Benito vs. SSCWD*, San Benito County Superior Court Case No. CU-20-00068
- b. *Williams v. City of Hollister et al.*, San Benito County Superior Court Case No. CU-20-0020378u89

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

## REGULAR SESSION

**D. PLEDGE OF ALLEGIANCE**

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

**F. APPROVAL OF AGENDA**

- G. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS** – The public may comment<sup>1</sup> on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken by the Board during the public comment period.

- H. CONSENT AGENDA** – Members of the Board and/or members of the public may pull matters from the Consent Agenda. Any matter pulled from the Consent Agenda requiring action shall be moved to New Business and treated as a matter of new business, or for matters needing clarification shall be moved to Staff Reports, and addressed by the respective staff. The public may address the Board<sup>2</sup> on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approval of Minutes of the Regular Board Meeting of January 19, 2021. (Pages 1-15)
2. Allowance of Claims for disbursements from January 1, 2021 through January 31, 2021. (Pages 16-18)
3. Receive Associate Engineer Monthly Status Report. (Page 19)

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. (Pages 20-35)
5. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement. (Pages 36-43)
6. Receive General Manager Monthly Status Report. (Pages 44-45)

**I. NEW BUSINESS** – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board<sup>2</sup> on these items as the Board reviews each item.

1. Take Appropriate Action to Update Signature Cards for the District’s Heritage Bank of Commerce Bank Accounts. (Pages 46-47)
2. Authorize the General Manager to Negotiate with San Benito Foods for Contract Operation of the City of Hollister Industrial Wastewater Treatment Ponds (IWWTP). (Pages 48-49)
3. Approve Contract Amendment to the General Manager’s Employment Contract. (Pages 50-51)
4. Approve the General Manager to Enter Into a Contract for Data Processing Print & Mail Services With InfoSend Inc. (Pages 52-64)

**J. STATUS REPORTS**

1. Governance Committee – (No meeting)
2. Water / Wastewater Committee – (Meeting held February 9, 2021: Discussion of potential operation contract with San Benito Foods to service Industrial Wastewater Ponds)
3. Finance Committee – (Meeting held February 8, 2021: Discussion of CEPPT Section 115 Trust Fund participation)
4. Policy and Procedure Committee – (No meeting)
5. Personnel Committee – (Meeting held February 2, 2021: Labor Negotiation Discussion – Gov Code § 54957.6)
6. Water Resources Association of San Benito County – (Meeting held February 4, 2021)

**K. BOARD and STAFF REPORTS**

1. Directors
2. District Counsel
3. General Manager – COVID 19 Updated (Oral Report), SGMA TAC Report (Oral Report)

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

*Upon request, Sunnyslope County Water District (SCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. SCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.*

*Next Regular Board Meeting* – March 16, 2021 @ 5:15 p.m., District Office

**AGENDA DEADLINE:** March 10, 2021 @ 12:00 p.m.

*Future Scheduled Committee Meetings*

Water Resources Agency – April 1, 2021 @ 4:00 PM

<sup>1</sup> The person speaking is requested to fill out a speaker card stating items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. A limit of three (3) minutes per speaker is requested to allow others an opportunity to comment. Board members may ask questions of the speaker, but no action may be taken and no discussion may be held on non-agenized items raised by the public. The General Manager may refer the matter to the proper personnel for review.

<sup>2</sup> The person speaking is requested to fill out a speaker card stating their name, address, and items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. Please limit your comment to three (3) minutes. Please step up to and speak at the podium.