

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
April 19th, 2022

A. CALL TO ORDER: The meeting was called to order at 5:16 p.m. by President Buzzetta, 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: President Jerry Buzzetta (JB), Vice President Dee Brown (DB), Director James Parker (JP), Director Edward Mauro (EM), Director Mike Alcorn (MA).

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

C. APPROVAL OF AGENDA: A motion was made to approve the agenda by Director Alcorn, seconded by Director Mauro, for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes, (EM), yes, (JB), 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. There were two speakers: Greg Bloom (Vice President of Best Road Mutual Water Company) and Julian Rodgers (President of the Best Road Mutual Water Company).

Greg Bloom spoke first, commenting that Best Road Mutual Water Company (BRMWC) is looking to consolidate with the district. Mr. Bloom spoke about a possible feasibility study that would be reimbursed in the future, but that his company would be hoping to share the cost of with the district in the meantime due to funds. General Manager Lander commented that this could be turned into an agenda item so that the board can discuss it further.

Julian Rodgers spoke next to introduce himself and BRMWC to the district. He reiterated the need for a feasibility study, but also the need for funds from the district to support this study. Mr. Rodgers finished his introduction by bringing up a possible partnership for his company and Sunnyslope.

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, Attorney Michael Laredo.

E. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of March 15th, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of March 1, 2022 through March 31, 2022, totaling \$1,254,203.03 which includes \$355,505.60 for payments to vendors, \$270,203.92 for Payroll, \$394,083.83 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$3,965.99 for customer refunds.

Date	Number	Name	Amount
03/11/2022	3-01	Net Payroll	-69,205.38
03/11/2022	3-01	Net Payroll	-18,789.04
03/25/2022	3-02	Net Payroll	-68,646.41
03/25/2022	3-02	Net Payroll	-18,662.88
03/19/2022	RET 322-2	RETURNED ACH	-439.09
03/22/2022	RET 322-3	RETURNED ACH	-1,729.87
03/24/2022	RET 322-4	RETURNED ACH	-353.95
03/26/2022	RET 322-5	RETURNED ACH	-158.24
03/31/2022	RET 322-6	RETURNED ACH	-242.81
03/16/2022	3-95	Mc Master-Carr	522.64
03/04/2022	ACH 2204	BASIC Benefits LLC	-40.98
03/07/2022	ACH 2205	BASIC Benefits LLC	-147.04
03/07/2022	ACH 2206	Principal	-3,502.03
03/08/2022	ACH 2207	iCloud	-10,319.75
03/09/2022	ACH 2208	BASIC Benefits LLC	-35.00
03/11/2022	ACH 2209	CalPERS - Retirement	-23.08
03/11/2022	ACH 2210	CalPERS – Retirement	-208.25
03/11/2022	ACH 2211	CalPERS - Retirement	-2,002.83
03/11/2022	ACH 2212	CalPERS - Retirement	-7,500.33
03/11/2022	ACH 2213	CalPERS – Retirement	-8,598.53
03/11/2022	ACH 2214	P G & E	-29,558.23
03/14/2022	ACH 2215	BASIC Benefits LLC	-100.00
03/14/2022	ACH 2216	Colonial Life	-2,329.14
03/17/2022	ACH 2217	BASIC Benefits LLC	-5.78
03/18/2022	ACH 2218	ADP	-2,106.02
03/21/2022	ACH 2219	BASIC Benefits LLC	-50.00
03/28/2022	ACH 2220	BASIC Benefits LLC	-500.00
03/29/2022	ACH 2221	BASIC Benefits LLC	-30.00
03/31/2022	ACH 2222	CalPERS – Retirement	-23.08
03/31/2022	ACH 2223	CalPERS – Retirement	-7,566.10
03/31/2022	ACH 2224	CalPERS - Retirement	-8,359.66
03/31/2022	ACH 2225	CalPERS - Health Insurance	-22,758.93
03/03/2022	30107	ACC Business	-1,309.30
03/03/2022	30108	ACWA/JPIA	-13,056.32
03/03/2022	30109	AT&T	-260.62
03/03/2022	30110	Brenntag Pacific, Inc.	-8,144.05
03/03/2022	30111	Brigantino Irrigation	-195.99
03/03/2022	30112	CM Analytical, Inc.	-15,312.50
03/03/2022	30113	CWEA Membership- TCP	-91.00
03/03/2022	30114	Hach Company	-2,285.53
03/03/2022	30115	Iconix Waterworks (US) Inc.	-155.14
03/03/2022	30116	Independent Business Forms, Inc.	-1,352.01
03/03/2022	30117	John Smith Road Landfill	-1,612.20
03/03/2022	30118	Mission Uniform Service	-384.56
03/03/2022	30119	National Assoc. of Clean Water Agencies	-750.00
03/03/2022	30120	Razzolink.com	-76.95
03/03/2022	30121	RJR Recycling	-1,750.00
03/03/2022	30122	Shape, Inc.	-2,123.32
03/03/2022	30123	Staples Advantage	-106.93
03/03/2022	30124	State Water Resources Control Board-DWP	-32,209.62
03/03/2022	30125	Toro Petroleum Corp.	-2,270.35
03/03/2022	30126	Tyler Technologies, Inc.	-2,275.00
03/03/2022	30127	USA Blue Book	-84.10
03/03/2022	30128	Verizon Wireless	-505.11
03/03/2022	30129	Wright Bros. Indust. Supply	-426.15
03/07/2022	30130	SARA ESPINOZA/S RIOS/F FRANCO	-184.68
03/07/2022	30131	NOAH MUNSON	-88.27

03/11/2022	30132	Ace Hardware (Johnson Lumber Co.)	-37.10
03/11/2022	30133	AT&T	-365.65
03/11/2022	30134	Central Ag Supply LLC	-707.54
03/11/2022	30135	City of Hollister-Finance Dept	-394,083.83
03/11/2022	30136	EBCO Pest Control	-69.00
03/11/2022	30137	Edges Electrical Group, LLC	-835.76
03/11/2022	30138	Environmental Dynamics International	-1,560.00
03/11/2022	30139	Internal Revenue Service	-85.60
03/11/2022	30140	John Smith Road Landfill	-457.50
03/11/2022	30141	Maggiore Bros. Drilling, Inc.	-63,833.41
03/11/2022	30142	Meter Valve & Control Inc.	-10,640.00
03/11/2022	30143	Metropolitan Compounds, Inc. -	3,156.05
03/11/2022	30144	Mission Uniform Service	-379.67
03/11/2022	30145	Nationwide Retirements Solutions	-9,296.84
03/11/2022	30146	Palace Business Solutions	-1,068.05
03/11/2022	30147	Recology San Benito County	-313.19
03/11/2022	30148	U.S. Bank Corporate Payment Systems	-1,746.07
03/14/2022	30149	FREEDLUN HYDROSEEDING -	471.14
03/14/2022	30150	ANGELA & VICTOR LOPEZ	-233.12
03/14/2022	30151	NOAH MUNSON	-150.00
03/11/2022	30152	AT&T	-426.86
03/18/2022	30153	A-1 Services	-403.00
03/18/2022	30154	Backflow Apparatus & Valve Co. (BAVCO)	-928.86
03/18/2022	30155	Brenntag Pacific, Inc.	-29,367.04
03/18/2022	30156	Calcon System, Inc.	-1,104.50
03/18/2022	30157	De Lay & Laredo	-3,095.00
03/18/2022	30158	First Trust Alarm Company	-698.00
03/18/2022	30159	Green Valley Farm Supply, Inc	-1,504.73
03/18/2022	30160	John Smith Road Landfill	-20.44
03/18/2022	30161	Mc Master-Carr	-54.59
03/18/2022	30162	Mission Uniform Service	-384.56
03/18/2022	30163	O'Reilly Auto Parts	-30.51
03/18/2022	30164	Postal Graphics	-104.58
03/18/2022	30165	Regional Government Services	-895.00
03/18/2022	30166	San Benito County Water District	-194,722.26
03/18/2022	30167	San Benito County Water District-Pumping	-35,721.43
03/18/2022	30168	State Water Resources Control Board-DWO	-90.00
03/18/2022	30169	State Water Resources Control Brd-WWOP	-125.00
03/18/2022	30170	Toro Petroleum Corp.	-2,725.90
03/18/2022	30171	Trans Union LLC	-267.88
03/18/2022	30172	USA Blue Book	-5,515.85
03/18/2022	30173	Brigantino Irrigation	-500.94
03/18/2022	30174	State Water Resources Control Board-DWO	-65.00
03/21/2022	30175	FREEDLUN HYDROSEEDING	-328.86
03/21/2022	30176	TREVOR & BRIANNA GUERRA	-20.38
03/21/2022	30177	ALEJANDRO LOPEZ	-108.45
03/21/2022	30178	JOSHUA G MABIE	-65.03
03/21/2022	30179	ROSARIO & JANA TROQUATO	-48.77
03/21/2022	30180	OSWALDO E VIANA	-29.89
03/25/2022	30181	Ace Hardware (Johnson Lumber Co.)	-94.94
03/25/2022	30182	Auto Tech Service Center, Inc.	-175.00
03/25/2022	30183	Brenntag Pacific, Inc.	-30,913.60
03/25/2022	30184	Brigantino Irrigation	-72.27
03/25/2022	30185	DLT Solutions Inc.	-3,514.50
03/25/2022	30186	exceedio	-3,159.41
03/25/2022	30187	Ferguson Enterprises, Inc.	-321.95
03/25/2022	30188	Hach Company	-1,734.30
03/25/2022	30189	Iconix Waterworks (US) Inc.	-1,309.69
03/25/2022	30190	Itron, Inc.	-7,382.00

03/25/2022	30191	Konica Minolta Premier Finance	-416.76
03/25/2022	30192	Mission Uniform Service	-345.42
03/25/2022	30193	Petty Cash	-236.07
03/25/2022	30194	RJR Recycling	-300.00
03/25/2022	30195	San Benito County-Mosq Abate. Prgm	-126.23
03/25/2022	30196	Star Concrete	-1,166.79
03/28/2022	30197	CAROL A LOTZ	-113.44
03/30/2022	30198	Postmaster	-2,178.40
03/29/2022	30199	Roberts, Kelly L.	-100.00
03/31/2022	30200	Ace Hardware (Johnson Lumber Co.)	-167.15
03/31/2022	30201	AT&T	-458.91
03/31/2022	30202	Mark Nicholson, Inc.	-14,812.00
03/31/2022	30203	Mission Uniform Service	-384.56
03/31/2022	30204	MNS Engineers, Inc.	-25,373.75
03/31/2022	30205	Nationwide Retirements Solutions	-9,296.84
03/31/2022	30206	Palace Business Solutions	-76.06
03/31/2022	30207	Postal Graphics	-1,886.73
03/31/2022	30208	Razzolink.com	-76.95
03/31/2022	30209	Schaaf & Wheeler	-5,850.00
03/31/2022	30210	State Water Resources Control Board-DWO	-90.00
03/31/2022	30211	UWUA Local 820	-830.88
03/31/2022	30212	Verizon Wireless	-430.11
03/31/2022	30214	Ace Hardware (Johnson Lumber Co.)	-51.44
03/31/2022	30215	Central Ag Supply LLC	-1,434.56

-1,254,203.03

3. Receive Associate Engineer 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.
7. Approval of Resolution #572 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).

President Jerry Buzzetta first asked for Board comment, to which there was none. President Buzzetta then asked for public comment and receiving none, President Buzzetta 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 Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; (EM), yes; and (JB) yes; the motion carried 5-0.

F. NEW BUSINESS:

- 1. Consider Adopting Resolution #573 Proclaiming May 2022, as “Water Awareness Month” (Not a Project Under CEQA per Article 20, Section 15378).**

General Manager Lander spoke on the matter informing the board that this item is brought to the board yearly as a resolution.

President Buzzetta asked for any public comment. Upon receiving no public comment, Director Parker made a motion to approve Resolution #573 proclaiming May 2022 as “Water Awareness Month”. This motion was seconded by Director Mauro for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

- 2. Consider Adoption of Resolution No. 574 Declaring a Water Shortage Emergency and Implementing the District’s Stage II Water Shortage Contingency Plans. (Not a Project under CEQA per Article 20, Section 15378)**

General Manager Lander discussed the matter, stating that this item was brought to the board after discussion with the City of Hollister, San Benito County Water District and the Water Resources Agency. The outcome was a collective decision, based on the statewide impacts of the drought, to declare a Stage II Water Shortage Emergency and begin implementing contingency plans. Lander then commented on the sufficient groundwater supply, but there is never an indication as to how long a drought could last. Therefore, it would be in our best interest to protect our water supply by implementing this resolution.

Directors had some questions regarding the duties of the code enforcement officer and more specific questions about what enforcement of this stage II drought could look like. General Manager Lander answered all questions, informing the board that the district would only pay their portion of the enforcement officer based on the hours the employee worked on water conservation measures.

President Buzzetta asked for any public comment. Upon receiving no public comment, Director Mauro made a motion to approve Resolution #574 Declaring a Water Shortage Emergency and Implementing the District’s Stage II Water Shortage Contingency Plans. This motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

- 3. Approve and Authorize the General Manager to: Sign Acceptance of a New 20 Foot Wide Sanitary Sewer Easement Across a Portion of Parcel 1 Parcel Map 1004-90, Book 8 of Parcel Maps and also to Sign a Quitclaim of Existing 10 Foot Wide Sanitary Sewer Easement Across a Portion of Parcel 1 Parcel Map 1004-90, Book 8 of Parcel Maps.**

Associate Engineer Robert Hillebrecht spoke on the matter, informing the board that during the design phase of the Sanitary Sewer Bridge, it was discovered that to obtain a better alignment a new easement would be suggested. In addition to better alignment, the new easement would benefit the district in terms of maintenance and also benefit the property owner for use on future development plans.

Director Alcorn questioned how big the easement would be, to which Associate Engineer Hillebrecht stated there would be two pipes: an 8 inch gravity line and a 6 inch pressure

sewer pipe. President Buzzetta commended the district for the growth compared to the current easement without the need of monetary exchange.

President Buzzetta then asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to approve and authorize the General Manager to sign acceptance of a new 20 foot wide sanitary sewer easement across a portion of parcel 1, parcel map 1004-90, book 8 of parcel maps and also to sign a quitclaim of existing 10 foot wide sanitary sewer easement across a portion of parcel 1, parcel map 1004-90, book 8 of parcel maps. This motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

4. Consider Approval and Authorize the President to Sign an Agreement for the Water Facilities and Service for West of Fairfield Phase 2 Development (Certified EIR)

Associate Engineer Robert Hillebrecht presented on the matter, stating this item was brought to the board to approve an agreement between Sunnyslope and KB homes pertaining to their new home developments. KB homes plans to build 198 new homes West of Fairfield, with 60 of the new homes being dedicated to trying to provide affordable housing. Hillebrecht states that the final map and improvement plans have been reviewed by Sunnyslope staff and have concluded that the district can adequately serve this new development.

Director Alcorn had a question pertaining to capacity fees, wondering what plans the district had to adjust capacity fees with the current inflation rates. Associate Engineer Hillebrecht stated that every year on July 1st the capacity fees are adjusted based off the Construction Cost Index, based off the first quarter of the year compared to the previous year's first quarter.

President Buzzetta commented on the matter, stating that due to the single year warranty he would be voting no on the matter.

President Buzzetta asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Approve and Authorize the President to Sign an Agreement for the Water Facilities and Service for West of Fairfield Phase 2 Development. This motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) no; the motion carried 4-1.

5. Consider Identifying and Approving Board Members to Attend the Association of California Water Agencies Conference (ACWA) and the ACWA/Joint Powers Insurance Authority (JPIA) Meeting May 3- May 5, 2022, In Person or Virtual Meeting, not to exceed \$2500 per Attendee (Not a project under CEQA per Article 20, Section 15378).

General Manager Lander spoke on this item, stating that this conference will be taking place in May and he'll need to know who plans on attending by Friday April 22nd in order to obtain the best pricing.

Director Alcorn commented that he believes that this item should not keep being brought to the board, but instead be changed to a yearly amount the directors are granted to use for one ACWA conference a year. President Buzzetta agreed this would be the best idea, Buzzetta asked counsel if they would be able to amend the recommended notion. Attorney Michael Laredo stated that they can amend it, but he suggests just changing the dates from specific May dates to just the year. General Manger Lander suggested the

following amendment for the motion; authorize all board members to attend the Association of California Water Agencies Conference (ACWA) and the ACWA/Joint Powers Insurance Authority (JPIA) meeting for a cost not to exceed \$2,500.00 in the Calendar year 2022

President Buzzetta then asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to approve what General Manager Lander stated in the minutes (authorize all board members to attend the Association of California Water Agencies Conference (ACWA) and the ACWA/Joint Powers Insurance Authority (JPIA) meeting for a cost not to exceed \$2,500.00 in the Calendar year 2022). This motion was seconded by Director Mauro for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

G. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (No meeting)
2. **Water/Wastewater Committee:** (Meeting held- Friday, April 8th @ 11am, Items: 1. Best Road Mutual Water Company Consolidation, 2. Gavilan College/Fairview Corners Development Discussion)
3. **Finance Committee:** (Next meeting- Friday, April 29th @ 10am. Preliminary FY 2022/2023 Budget Planning)
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (No meeting)
6. **Water Resources Association of San Benito County (WRA):** (Meeting Held April 7th @ 4pm)

H. BOARD and STAFF REPORTS

1. **Directors:** President Buzzetta commented that Director Parker's check signing time is up, Director Mauro has taken over for the next three months.
2. **District Counsel:** District Attorney Michael Laredo made an announcement that the current lawsuit case with San Benito County is set to have a conference May 3rd, requesting that next board meeting have a closed session to review the conference outcome.
3. **General Manager:** General Manager/Secretary Lander reported on how the software conversion from QuickBooks to Tyler is going. He stated that the financial conversion is going well, and that the billing conversion is set to go live in October. Lander moved on to discuss how the Temetra upgrades are moving along, although there is a delay due to a lack of computer chips for the handhelds.

Lander then moved on to give a Covid-19 update for the district, including discussing the amounts of overdue accounts since the pandemic. The district's current amount of unpaid water bills is over \$140,000.00 but the district is working to obtain those overdue amounts. General Manager Lander then commented on the current state of the pandemic regarding the district, stating that the office staff remains healthy, and the use of the glass partition is making employees and customers feel safer. In addition to the glass, all doors in the office now have finger scanners and/or passcode for security and health considerations.

- I. **FUTURE AGENDA ITEMS:** Preliminary FY 2022-2023 Budget Review and an update on the Gavilan College septic situation and how it affects the district.
- J. **ADJOURNMENT:** President Buzzetta adjourned the meeting at 7:10 p.m.

APPROVED BY THE BOARD: *Jerry T. Buzzetta*
Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED: *Drew A. Lander*
Drew A. Lander, Secretary