

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**September 21, 2021**

**A. CALL TO ORDER:** The meeting was called to order at 4:33 p.m. by President Buzzetta, as authorized by the State of California Executive Order N-25-20 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 James Parker (JP), and Director Dee Brown (DB).  
**Present via Teleconference:** Director Alcorn (MA).

**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 members of the public were present in person or virtually.

**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

President Buzzetta retired to closed session at 4:35 p.m. and reconvened the meeting to open session at 5:18 p.m.

**D. PLEDGE OF ALLEGIANCE:** Director Parker 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):**

Attorney Michael Laredo reported, Board was given status update, direction was provided to Staff and Counsel and no reportable action taken.

**F. APPROVAL OF AGENDA:** Upon a motion made to approve the agenda by Director Parker, seconded by Director Brown, for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes, and (JB), yes; the motion carried 4-0.

**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. No comments.

**Staff Present for Open Session: In Person:** General Manager/Secretary Drew Lander, Finance and HR Manager Barry Kelly, Water/Wastewater Superintendent Jose Rodriguez, Associate Engineer Rob Hillebrecht, Executive Assistant/Stenographer Madison Koester.

**Via Teleconference:** Attorney Michael Laredo.

**H. CONSENT AGENDA:**

1. Approval of Minutes of the Regular Board Meeting of August 17, 2021.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of August 1, 2021 through August 31, 2021, totaling \$1,546,475.20 which includes \$561,167.64 for payments to vendors, \$274,974.89 for Payroll, \$390,952.90 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$7,076.46 for customer refunds and checks returned.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
08/13/21	08-01	ADP Direct Deposit	-67,436.50
08/13/21	08-01	ADP TAX	-18,846.30
08/04/21	RET 821-01	RETURNED ACH	-1,500.00
08/03/21	08-2	CALPERS PENSION	411.51
08/09/21	RET 821-02	RETURNED CHECK	-170.52
08/04/21	08-3	ADP Direct Deposit	-1892.84
08/12/21	RET 821-03	RETURNED ACH	-547.90
08/19/21	RET 821-04	RETURNED ACH	-1,671.75
08/21/21	RET 821-05	RETURNED ACH	-150.00
08/27/21	08-6	ADP Direct Deposit	-67,445.60
08/27/21	08-6	ADP TAX	-19,169.04
08/25/21	RET 821-06	RETURNED ACH	-371.00
08/25/21	RET 821-07	RETURNED CHECK	-252.40
08/28/21	RET 821-08	RETURNED ACH	-1,573.58
08/03/21	ACH08.03.21	Merchant Services	-232.97

08/05/21	ACH08.05.21	Principal	-3,351.85
08/05/21	ACH08.06.21	iCloud	-10,374.50
08/13/21	ACH08.13.21	ADP	-2,072.40
08/18/21	ACH08.18.21	P G & E	-102,283.70
08/27/21	ACH08.27.21	CalPERS - Retirement	-45,820.67
08/03/21	ACH08.3.21B	Merchant Services	-202.97
08/30/21	ACH08.30.21	CalPERS - Retirement	-161.56
08/31/21	ACH08.31.21	BASIC Benefits LLC	-1,367.53
08/18/21	ACH8.18.21A	P G & E	-26209.60
08/27/21	ACH8.27.21A	CalPERS - Retirement	-2,211.08
08/27/21	ACH8.27.21B	CalPERS - Retirement	-700.00
08/27/21	ACH8.27.21C	CalPERS - Health Insurance	-37,602.83
08/05/21	ACH8.5.21A	ADP	-7,308.20
08/06/21	29368	AT&T	-588.00
08/06/21	29369	Calcon System, Inc.	-5,195.52
08/06/21	29370	CM Analytical, Inc.	-13,880.00
08/06/21	29371	Fastenal Company	-11.46
08/06/21	29372	Hach Company	-475.65
08/06/21	29373	Iconix Waterworks (US) Inc.	-833.01
08/06/21	29374	Interstate Battery System of San Jose Inc	-228.82
08/06/21	29375	Konica Minolta Premier Finance	-455.26
08/06/21	29376	Mc Master-Carr	-498.16
08/06/21	29377	Mission Uniform Service	-298.58
08/06/21	29378	O'Reilly Auto Parts	-14.97
08/06/21	29379	Palace Business Solutions	-73.38
08/06/21	29380	Razzolink.com	-76.95
08/06/21	29381	RJR Recycling	-1250.00
08/06/21	29382	San Benito County Water District	-312303.31
08/06/21	29383	State Water Resources Control Brd-WWOPCP	-110.00
08/06/21	29384	True Value Hardware	-33.82
08/06/21	29385	Tyler Technologies, Inc.	-4550.00
08/06/21	29386	Underground Service Alert North 811	-962.21
08/06/21	29387	Brenntag Pacific, Inc.	-7955.24
08/02/21	29388	SANDRA CALLAN	-70.87
08/02/21	29389	MIKE BEATTY & DONNA HODGES	-189.32
08/02/21	29390	GLORIA P JIMENEZ	-105.83
08/02/21	29391	MCELVANY INC	-441.19
08/02/21	29392	ALAN TRAVASSO	-32.10
08/13/21	29393	A-1 Services	-403.00
08/13/21	29394	Ace Hardware (Johnson Lumber Co.)	-114.33
08/13/21	29395	AT&T	-654.67
08/13/21	29396	Auto Tech Service Center, Inc.	-2090.00
08/13/21	29397	Brenntag Pacific, Inc.	-18420.24
08/13/21	29398	Brigantino Irrigation	-171.24
08/13/21	29399	City of Hollister-Finance Dept	-390952.90
08/13/21	29400	Edges Electrical Group, LLC	-22.56
08/13/21	29401	Employee Relations, Inc.	-52.19
08/13/21	29402	exceedio	-330.00
08/13/21	29403	Grainger, Inc.	-42.67
08/13/21	29404	Hach Company	-7411.78
08/13/21	29405	Iconix Waterworks (US) Inc.	-1348.90
08/13/21	29406	Mandego Apparel	-398.79
08/13/21	29407	MuniQuip, LLC	-12854.03
08/13/21	29408	Pinnacle HealthCare	-160.00
08/13/21	29409	Postal Graphics	-27.55
08/13/21	29410	Primex	-8568.00
08/13/21	29411	San Benito County Water District	-431.50
08/13/21	29412	San Benito Tire Pros & Automotive	-722.23
08/13/21	29413	Sharp Engineering and Construction, Inc.	-68396.00
08/13/21	29414	State Water Resources Control Board-DWOPCP	0.00
08/13/21	29415	Toro Petroleum Corp.	-3804.49
08/13/21	29416	Trans Union LLC	-196.06
08/13/21	29417	True Value Hardware	-43.83
08/13/21	29418	U.S. Bank Corporate Payment Systems	-7910.36
08/13/21	29419	Underground Service Alert North 811	-714.34
08/13/21	29420	USA Blue Book	-5363.19
08/13/21	29421	Hernandez, Bazilio	-183.32
08/18/21	29422	Tyler Technologies, Inc.	-1007.50
08/18/21	29423	Toro Petroleum Corp.	-3022.20
08/18/21	29424	Simplot Grower Solutions	-796.99
08/18/21	29425	Robert Half Finance & Accounting	-17980.00
08/18/21	29426	Recology San Benito County	-299.75
08/18/21	29427	Rain For Rent Inc	-4481.30

08/18/21	29428	Procure America	-1515.12
08/18/21	29429	O'Reilly Auto Parts	-32.10
08/18/21	29430	Nationwide Retirements Solutions	-15495.62
08/18/21	29431	Mission Uniform Service	-1152.12
08/18/21	29432	Mark Nicholson, Inc.	-12600.00
08/18/21	29433	John Smith Road Landfill	-2659.10
08/18/21	29434	John's Tree Service	-3800.00
08/18/21	29435	J L Wingert Co.	-414.89
08/18/21	29437	Inductive Automantion	-9978.11
08/18/21	29438	Hach Company	-3145.08
08/18/21	29439	Ferguson Enterprises, Inc.	-183.48
08/18/21	29440	exceedio	-3683.57
08/18/21	29441	EBCO Pest Control	-69.00
08/18/21	29442	East Bay Brass Foundry, Inc.	-6662.15
08/18/21	29443	De Lay & Laredo	-3223.50
08/18/21	29444	Central Ag Supply LLC	-671.42
08/18/21	29445	Calcon System, Inc.	-8167.51
08/18/21	29446	Brenntag Pacific, Inc.	-16179.69
08/18/21	29447	B.S.K. Associates	-520.00
08/18/21	29448	Ace Hardware (Johnson Lumber Co.)	-186.42
08/18/21	29449	Abel Septic Tank Service	-16917.78
08/16/21	29450	ANDERSON HOMES	-15505.50
08/16/21	29451	K HOVNIANIAN HOMES	-14704.50
08/25/21	29452	Castro, Kevin G.	-98.22
08/26/21	29453	ACC Business	-2649.20
08/26/21	29454	Ace Hardware (Johnson Lumber Co.)	-331.40
08/26/21	29455	Auto Tech Service Center, Inc.	-208.97
08/26/21	29456	Brenntag Pacific, Inc.	-5042.66
08/26/21	29457	Calgon Carbon Corporation	-48402.00
08/26/21	29458	Central Ag Supply LLC	-1155.45
08/26/21	29459	exceedio	-3213.67
08/26/21	29460	Hach Company	-629.96
08/26/21	29461	Hollister Auto Parts, Inc.	-86.05
08/26/21	29462	Iconix Waterworks (US) Inc.	-729.83
08/26/21	29463	John Smith Road Landfill	-95.10
08/26/21	29464	Konica Minolta Premier Finance	-416.76
08/26/21	29465	Kruger	-6370.51
08/26/21	29466	Maggiora Bros. Drilling, Inc.	-4012.00
08/26/21	29467	MBS Business Systems	-1185.79
08/26/21	29468	Mission Uniform Service	-277.48
08/26/21	29469	Palace Business Solutions	-50.87
08/26/21	29470	Staples Advantage	-920.02
08/26/21	29471	Star Concrete	-783.32
08/26/21	29472	State Water Resources Control Board-DWOCF	-60.00
08/26/21	29473	True Value Hardware	-69.11
08/26/21	29474	Tyler Technologies, Inc.	-780.00
08/26/21	29475	Verizon Wireless	-764.83
08/31/21	29476	Hernandez, Bazilio	-150.00

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**-1,546,475.20**

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3. Receive Associate Engineer Monthly Status Report.
4. Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, and 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 Buzzetta asked for public comment and receiving none, President Buzzetta requested a motion to approve the consent agenda. Upon a motion made by Director Brown to approve the Consent Agenda, seconded by Director Parker, for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; and (JB) yes; the motion carried 4-0.

#### I. NEW BUSINESS:

1. **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 November 30 – December 2, 2021, In Person or Virtual Meeting, not to exceed \$2500 per Attendee (Not a project under CEQA per Article 20, Section 15378).** General Manager Lander provided a summary of the ACWA conference meeting and identified that the in person and virtual meeting costs are identical with the cost of travel and sleeping arrangements an additional cost and he also recognized that the next conference will be in Sacramento and it is not evident if the ACWA conference would be returning to Monterey the following

year. Board discussed the ACWA conference attendance. Director Alcorn requested to attend virtually, and Director Brown requested the ability to attend in person. President Buzzetta said he would need to check his calendar but would like to attend virtually if his schedule permits.

President Buzzetta solicited public comment. No public comment was provided and upon a motion made by Director Parker to authorize all board members who wish to attend for a cost not to exceed \$2500.00 per attendee, the motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; and (JB) yes ; the motion carried 4-0.

2. **Authorize the Board President to Sign a Resolution of Recognition Honoring Judi Johnson for Excellent Service to the Community Through her Service to the Board of Sunnyslope County Water District (Not a project under CEQA per Article 20, Section 15378).** General Manager Lander reported that this item was prepared at the request of the Board last meeting to honor Judi Johnson for her service as a board member. The resolution will be signed, put in a frame, and mailed to her place of residence.

President Buzzetta solicited public comment. No public comment was provided and upon a motion made by Director Parker to authorize the President to sign the resolution #558, the motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; and (JB), yes; the motion carried 4-0.

3. **Consider Approval and Authorize the General Manager to Pay in Full the City National Bank Loan in the Amount of \$2,540,827.74 (Not a project under CEQA per Article 20, Section 15378).** General Manager reported that the resolution for this item was not completed in time for the Board meeting and requested tabling this item until a future board meeting.

President Buzzetta solicited public comment. No public comment was provided and President Buzzetta directed staff to bring the item back at a future meeting with the completed resolution.

4. **Consider Approval and Authorize the President to Sign an Agreement for Water Facilities and Service for the Promontory at Ridgemark Development (Certified EIR).** Associate Engineer Hillebrecht provided a review of the development, including the improvements to be completed by the developer. Of consideration are the options that the developer has been provided in the agreement to install a sewer pumpstation with the need for a special assessment district, or a gravity main depending on conditions to be identified in the field.

President Buzzetta commented that he was not in favor of the special assessment district and did not feel that was a good direction. He also asked for more stringent warranties in excess of 3 to 5 years. President Buzzetta solicited public comment. No public comment was provided and upon a motion made by Director Alcorn to authorize the President to sign the resolution #560, the motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; and (JB), no; the motion carried 3-1.

5. **Receive Applications Submitted by Constituents of the District Seeking Appointment to the Board of Directors and Direct the General Manager to invite Qualified Individuals to be Present at the October 19, 2021 Board Meeting for Interview by the Board (Not a project under CEQA per Article 20, Section 15378).** General Manager Lander reported that one application had been received and that individual had prior to the meeting requested that he be allowed to be interviewed at the following regular board meeting. General Manager Lander suggested that if it pleased the Board they could direct that advertising continue for the following month and that all applicants at that time could be interviewed at the next regularly scheduled meeting.

President Buzzetta solicited public comment. No public comment was provided and upon a motion made by Director Brown to direct the General Manager to continue to advertise until October 13<sup>th</sup> for the vacancy and return at the next regular meeting with applicants for appointment the motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; and (JB), yes; the motion carried 4-0.

6. **Consider and Approve a Resolution Authorizing Funding the District's California Employers' Pension Prefunding Trust (CEPPT) Section 115 Plan with a transfer from General Reserves of \$1000K (Not a project under CEQA per Article 20, Section 15378).** General Manger Lander reported that this item had been discussed extensively at the Finance Committee level and at prior board meetings where there has been substantial support to fund the CEPPT at a \$1000K level. Director Alcorn commented that the Finance Committee was in strong support of this, and the committee recommends approval.

President Buzzetta solicited public comment. No public comment was provided and upon a motion made by Director Alcorn to authorize the President to sign the resolution #561, the motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; and (JB), yes; the motion carried 4-0.

## J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** Meeting scheduled for October 6<sup>th</sup> and at Director Brown's request President Buzzetta adjusted the committee assignment to include Director Alcorn and Director Parker.
2. **Water/Wastewater Committee:** No meeting held.
3. **Finance Committee:** Meeting held August 30<sup>th</sup> and CEPPT funding discussion occurred.
4. **Policy and Procedure Committee:** No meeting held.
5. **Personnel Committee:** Meeting held August 18<sup>th</sup> to discuss health care costs.
6. **Water Resources Association of San Benito County (WRA):** Next meeting October 7<sup>th</sup> @ 4PM

**K. BOARD and STAFF REPORTS**

1. **Directors:** Director Brown commented that ACWA reported water appreciation week is in October. Director Brown also reported that she listened to the ACWA presentation on power options and the meeting sounded more like an advertisement. Director Buzzetta reviewed the director committee assignments and General Manger Lander said he would report those out to the Board members.

2. **District Counsel:** Michael Laredo reported that his office will be putting together the Ethics/Brown Act training and to let General Manager Lander if you can attend. Mr. Laredo also reported that some changes have been made by the Governor changing some of the virtual meeting guidelines. The status quo remains and if the Board wishes to continue to have virtual meetings a resolution will need to be adopted every 30 days.

3. **General Manager:** General Manager/Secretary Lander gave an update on the COVID-19 activities, reporting that the office remains closed as the variants still circulate in the community. Late fees are being charged.

**L. FUTURE AGENDA ITEMS:** Signature cards and the internet report discussion will be scheduled for the following regular board meeting. Also reserve policy updates should be in process.

**M. ADJOURNMENT:** President Buzzetta adjourned the meeting at 7:12 p.m.

**APPROVED BY THE BOARD:**

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Jerry T. Buzzetta, President

**RESPECTFULLY SUBMITTED:**

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Drew A. Lander, Secretary