

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
June 28th, 2022

A. CALL TO ORDER: The meeting was called to order at 4:30 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 Edward Mauro (EM), Director Mike Alcorn (MA).

Present via Teleconference: Director James Parker (JP).

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 identified in attendance present or virtually.

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

1. Labor Negotiations Discussion- Management Negotiations (§54957.6)

District Negotiators: Drew Lander, General Manager

Employee Organization: Management Staff

President Buzzetta retired to closed session at 4:30 p.m. and upon returning to the regular session, moved to take a brief recess at 5:15 p.m. The meeting was reconvened to open session at 5:18 p.m.

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

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

1. Labor Negotiations Discussion- Management Negotiations (§54957.6)

Attorney Michael Laredo reported, the Board gave the GM direction and no reportable action was taken.

F. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Brown, seconded by Director Mauro, for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA), yes, (EM), yes, (JB), yes; the motion carried 5-0.

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 were received.

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.

H. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of May 17th, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of May 1, 2022 through May 31, 2022, totaling \$3,325,828.10 which includes \$353,321.34 for payments to vendors, \$261,181.81 for Payroll, \$404,889.17 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,570.61 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
05/02/2022	50080	Postmaster	\$2,332.49
05/02/2022	JN00090	MBS Securities Transfer	\$1,971,000.0
05/03/2022	50081	Ace Hardware (Johnson Lumber Co.)	\$245.92
05/03/2022	50083	Auto Tech Service Center, Inc.	\$175.00
05/03/2022	50084	Brenntag Pacific, Inc.	\$40,689.18
05/03/2022	50085	Brigantino Irrigation	\$28.50
05/03/2022	50086	Britt Global Industries, LLC	\$1,000.00
05/03/2022	50087	Central Ag Supply LLC	\$116.78
05/03/2022	50088	CM Analytical, Inc.	\$13,536.25
05/03/2022	50089	exceedio	\$171.96
05/03/2022	50090	Fastenal Company	\$7.65
05/03/2022	50091	Ferguson Enterprises, Inc.	\$83.94
05/03/2022	50092	Hach Company	\$164.06
05/03/2022	50093	Iconix Waterworks (US) Inc.	\$11,246.20
05/03/2022	50094	Metropolitan Compounds Inc	\$1,555.36
05/03/2022	50095	Michael Vargas Garcia	\$250.00
05/03/2022	50096	Mission Uniform Service	\$356.70
05/03/2022	50097	Petty Cash	\$408.13
05/03/2022	50098	Postal Graphics	\$56.03
05/03/2022	50099	RJR Recycling	\$1,450.00
05/03/2022	50100	San Benito County Water District	\$249.00
05/03/2022	50101	San Benito Tire Pros & Automotive	\$457.74
05/03/2022	50102	Silke Communications, Inc.	\$454.00
05/03/2022	50103	Star Concrete	\$556.08
05/03/2022	50104	True Value Hardware	\$16.91
05/03/2022	50105	Tyler Technologies, Inc.	\$3,640.00
05/03/2022	50106	U.S. Bank Corporate Payment Systems	\$1,150.39
05/03/2022	50107	USA Blue Book	\$2,983.84
05/03/2022	50108	Velodyne	\$2,629.81
05/03/2022	50109	Veolia Water Technologies	\$6,105.00
05/03/2022	50110	William K Boltz	\$70.00
05/03/2022	ACH 2253	P G & E	\$37,104.58
05/04/2022	ACH 2254	Colonial Life	\$2,174.18
05/04/2022	ACH 2255	Colonial Life	\$2,174.18
05/06/2022	ACH 2256	BASIC Benefits LLC	\$28.99
05/06/2022	JN00079	Net Pay	\$70,780.85
05/06/2022	JN00079	Total Tax	\$19,544.00
05/09/2022	50111	San Benito County-Clerk	\$53.00

05/09/2022	ACH 2257	CalPERS - Retirement	\$23.08
05/09/2022	ACH 2258	CalPERS - Retirement	\$208.25
05/09/2022	ACH 2259	CalPERS - Retirement	\$2,002.83
05/09/2022	ACH 2260	CalPERS - Retirement	\$7,661.69
05/09/2022	ACH 2261	CalPERS - Retirement	\$8,417.75
05/09/2022	ACH 2262	iCloud	\$10,847.55
05/09/2022	JN00043	Customer Refund- H&M Property	\$89.02
05/09/2022	JN00046	Customer Refund- Shane Kriegel	\$34.68
05/09/2022	JN00047	Customer Refund- Pivetti & Co.	\$51.02
05/09/2022	JN00048	Customer Refund- Steven & Roxanne Simon	\$156.42
05/10/2022	ACH 2263	BASIC Benefits LLC	\$80.00
05/11/2022	50112	A-1 Services	\$403.00
05/11/2022	50113	ACC Business	\$1,309.30
05/11/2022	50114	Ace Hardware (Johnson Lumber Co.)	\$258.36
05/11/2022	50116	AT&T	\$425.81
05/11/2022	50117	AT&T	\$364.82
05/11/2022	50118	Brenntag Pacific, Inc.	\$47,559.25
05/11/2022	50119	City of Hollister-Finance Dept	\$404,889.17
05/11/2022	50120	Don Chapin Co. Inc., The	\$140.00
05/11/2022	50121	EBCO Pest Control	\$69.00
05/11/2022	50122	Hach Company	\$622.95
05/11/2022	50123	John Smith Road Landfill	\$1,656.61
05/11/2022	50124	Mission Uniform Service	\$406.84
05/11/2022	50125	Municipal Maintenance Equipment	\$12,403.18
05/11/2022	50126	O'Reilly Auto Parts	\$49.13
05/11/2022	50127	Recology San Benito County	\$313.19
05/11/2022	50128	Simplot Grower Solutions	\$1,403.84
05/11/2022	50129	Staples Advantage	\$46.54
05/11/2022	50130	Star Concrete	\$772.94
05/11/2022	50131	Toro Petroleum Corp.	\$2,579.68
05/11/2022	50132	USA Blue Book	\$440.04
05/11/2022	50133	Verder, Inc.	\$1,993.50
05/11/2022	50134	Wright Bros. Indust. Supply	\$7.05
05/11/2022	ACH 2264	BASIC Benefits LLC	\$320.00
05/13/2022	ACH 2265	BASIC Benefits LLC	\$152.01
05/13/2022	ACH 2266	ADP	\$2,100.10
05/16/2022	ACH 2267	BASIC Benefits LLC	\$105.00
05/16/2022	ACH 2268	BASIC Benefits LLC	\$35.00
05/17/2022	50135	A Tool Shed	\$103.00
05/17/2022	50136	Ace Hardware (Johnson Lumber Co.)	\$233.27
05/17/2022	50137	Atlas Copco Compressors LLC	\$1,475.42
05/17/2022	50138	Baker Supplies and Repairs	\$33.87
05/17/2022	50139	Bazilio Hernandez	\$66.68
05/17/2022	50140	Brigantino Irrigation	\$137.60
05/17/2022	50141	Iconix Waterworks (US) Inc.	\$7,378.62
05/17/2022	50142	Itron, Inc.	\$8,640.00
05/17/2022	50143	Melissa Data Corp.	\$995.00
05/17/2022	50144	Mission Uniform Service	\$379.16

05/17/2022	50145	MNS Engineers, Inc.	\$14,069.00
05/17/2022	50146	Palace Business Solutions	\$123.38
05/17/2022	50147	Quinn Company	\$1,438.26
05/17/2022	50148	San Benito County Water District	\$333,865.17
05/17/2022	50150	Shape, Inc.	\$16,097.67
05/17/2022	50151	Staples Advantage	\$324.74
05/17/2022	50152	SUEZ WTS Analytical Instruments, Inc.	\$15,004.54
05/17/2022	50153	Trans Union LLC	\$243.92
05/17/2022	50154	Tyler Technologies, Inc.	\$520.00
05/17/2022	50155	USA Blue Book	\$111.15
05/17/2022	ACH 2269	BASIC Benefits LLC	\$164.70
05/19/2022	ACH 2270	BASIC Benefits LLC	\$45.90
05/20/2022	JN00080	Net Pay	\$68,268.56
05/20/2022	JN00080	Total Tax	\$18,885.94
05/24/2022	50156	Ace Hardware (Johnson Lumber Co.)	\$502.82
05/24/2022	50158	American Water Works Association	\$2,443.00
05/24/2022	50159	AT&T	\$475.78
05/24/2022	50160	Brenntag Pacific, Inc.	\$16,033.38
05/24/2022	50161	Brigantino Irrigation	\$13.99
05/24/2022	50162	Central Ag Supply LLC	\$1,233.40
05/24/2022	50163	CWEA Membership- TCP	\$101.00
05/24/2022	50164	David Padilla	\$98.31
05/24/2022	50165	De Lay & Laredo	\$3,413.00
05/24/2022	50166	Diego Perez Bribiesca	\$190.96
05/24/2022	50167	Engineering News-Record (ENR)	\$108.00
05/24/2022	50168	Ernesto Eclarin	\$53.40
05/24/2022	50169	exceedio	\$3,159.41
05/24/2022	50170	Grainger, Inc.	\$284.28
05/24/2022	50171	Green Line	\$2,310.00
05/24/2022	50172	Hach Company	\$340.20
05/24/2022	50173	Jacob Machado	\$196.41
05/24/2022	50174	Jose Rodriguez	\$240.35
05/24/2022	50175	Konica Minolta Premier Finance	\$416.76
05/24/2022	50176	Mandego Apparel	\$382.81
05/24/2022	50177	Manuel Chavez	\$113.60
05/24/2022	50178	MBS Business Systems	\$1,034.12
05/24/2022	50179	Mc Master-Carr	\$111.98
05/24/2022	50180	Metropolitan Compounds Inc	\$1,555.34
05/24/2022	50181	Mission Uniform Service	\$398.30
05/24/2022	50182	Municipal Maintenance Equipment	\$191.76
05/24/2022	50183	Nationwide Retirements Solutions	\$18,593.68
05/24/2022	50184	Postal Graphics	\$34.40
05/24/2022	50185	Regional Government Services	\$89.50
05/24/2022	50186	Robert Hillebrecht	\$350.00
05/24/2022	50187	San Benito Tire Pros & Automotive	\$450.57
05/24/2022	50188	Scott Watson	\$250.00
05/24/2022	50189	Staples Advantage	\$201.23
05/24/2022	50190	State Water Resources Control Board	\$105.00

05/24/2022	50191	SUEZ WTS Analytical Instruments, Inc.	\$198.99
05/24/2022	50192	Toro Petroleum Corp.	\$2,870.37
05/24/2022	50193	True Value Hardware	\$36.02
05/24/2022	50194	USA Blue Book	\$347.84
05/24/2022	50195	UWUA Local 820	\$830.88
05/24/2022	50196	Verizon Wireless	\$340.08
05/24/2022	50197	Wright Bros. Indust. Supply	\$27.06
05/24/2022	ACH 2271	CalPERS - Retirement	\$23.08
05/24/2022	ACH 2272	CalPERS - Retirement	\$7,711.74
05/24/2022	ACH 2273	CalPERS - Retirement	\$8,509.71
05/24/2022	ACH 2274	CalPERS - Health Insurance	\$22,758.93
05/25/2022	ACH 2275	BASIC Benefits LLC	\$311.66
05/26/2022	ACH 2276	BASIC Benefits LLC	\$100.00
05/31/2022	50198	Ace Hardware (Johnson Lumber Co.)	\$142.91
05/31/2022	50199	Brenntag Pacific, Inc.	\$11,114.28
05/31/2022	50200	Dee J Burbank	\$227.20
05/31/2022	50201	Diego Perez Bribiesca	\$59.04
05/31/2022	50202	Ebix, Inc.	\$389.05
05/31/2022	50203	Ferguson Enterprises, Inc.	\$81.31
05/31/2022	50204	Fremouw Enviornmental	\$1,875.00
05/31/2022	50205	Green Valley Farm Supply, Inc	\$799.45
05/31/2022	50206	Greenwood Chevrolet	\$55.77
05/31/2022	50207	Hollister Paint Co.	\$105.55
05/31/2022	50208	J M Electric	\$13,126.49
05/31/2022	50209	Jacob Machado	\$150.00
05/31/2022	50210	O'Reilly Auto Parts	\$159.19
05/31/2022	50211	Postmaster	\$2,138.35
05/31/2022	50212	Staples Advantage	\$552.43
05/31/2022	50213	True Value Hardware	\$18.66
05/31/2022	JN00067	Customer Refund- Bella Mia Real Estate	\$39.86
05/31/2022	JN00068	Customer Refund- Rosemarie Sandoval	\$138.22
05/31/2022	JN00069	Customer Refund- Gary D Mattei	\$79.12
05/31/2022	JN00070	Customer Refund- Alexander J Ourricariet	\$49.18
05/31/2022	JN00071	Customer Refund- Rolando/Maria Prieto	\$176.70
05/31/2022	JN00072	Customer Refund- Michael L Reichel	\$314.34
05/31/2022	JN00073	Customer Refund- Krystina Garcia Sandoval	\$51.09
05/31/2022	JN00074	Customer Refund- Richard Scagliotti	\$159.66
05/31/2022	JN00075	Customer Refund- Cristian Rico	\$100.01
05/31/2022	JN00076	Customer Refund- Elwood Dryden	\$131.29

-3,325,828.10

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 #577 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 Mauro to approve the Consent Agenda, seconded by Director Parker, for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA), yes; (EM), yes; and (JB) yes; the motion carried 5-0.

I. NEW BUSINESS:

1. **Consider Approval and Adoption of Amendments to Benefits for District Management Staff Effective July 1, 2022.**

General Manager Lander spoke on the matter that was brought to the board to amend benefits for all managers to include the "Vacation Cash out Policy" in the employee handbook. Lander informed the board that this policy would be beneficial to all managers, since they would be required to take 80 hours of leave prior to cashing out; creating a healthy life/work balance.

President Buzzetta then asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Approve and Adopt Amendments to Benefit the District Management Staff, Effective July 1, 2022. This motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

2. Consider Adoption and Approval of the District Budget for Fiscal Year 2022/23.

General Manager/ Secretary Lander reported that overall, the district expects an increase in operational costs. The proposed operational costs have increased by approximately \$1,450,000 over the last year. The district has been successful though in increasing efficiency, improving financial controls, and have spent more resources focusing on the long-term financial planning to prepare for these new challenges.

With the current drought the district has reached out to consumers to conserve water, but with 250 new connections in 2021/2022 fiscal year and an estimated 250 more this fiscal year the district projects the revenue will remain stable. Finance and Human Resources Manager Barry Kelly included that the district's increase in groundwater usage will also help maintain costs, since groundwater is more affordable to process.

The overall budget of FY 22/23 reflects a net loss of \$958,390, with no provision for non-operating revenues from capacity fees, miscellaneous fees, or interest income, the combination of which will likely cover the projected loss and result in a net income for the year.

President Buzzetta asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Adopt and Approve the District's Budget for Fiscal Year 2022/23. This motion was seconded by Director Mauro for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (Pending Meeting Set July 13th, 2022 @ 5:00- 6:30 P.M.)
2. **Water/Wastewater Committee:** (No meeting)
3. **Finance Committee:** (Meeting Held June 10th, 2022)- Director Alcorn had no comments on the Finance Committee meeting. The majority of the meeting was discussing the 2022/23 Fiscal Year Budget, which was an agenized item that had been covered in I-2.
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (Meeting Held June 17th, 2022)- General Manager Lander reported that the current focus of the committee is finishing up the new handbook that TPO has been assisting with. When the draft is complete it will be brought back to the committee, additional meeting pending.
6. **Water Resources Association of San Benito County (WRA):** (Meeting Held June 2, 2022) – Director Parker reported on the contents of the meeting, which was majority regarding the current drought. Director Parker reported the meeting emphasized spreading drought awareness so that the community understands the gravity of the situation. Parker also went on to report that there has been a code enforcement in place the last week and a half, which has already seen 50 civilian calls making reports already.

K. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** No Report.

3. **Associate Engineer:** No report.

4. **General Manager:** General Manager/Secretary Lander gave an update on the work that is being done at the San Benito Foods project, stating that power saving modifications are being made and the odor of the ponds is being handle. He also reported that the district continues to stay healthy, having no Covid transmission that have been spread through the office.

L. **FUTURE AGENDA ITEMS:** General Manager Lander suggested bringing the board members around the district's different plants, so they are familiar with operations. The board agreed and set up to meet at 2:30 P.M. July 19th prior to the board meeting.

M. **ADJOURNMENT:** President Buzzetta adjourned the meeting at 6:18 p.m.

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

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