

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**January 17<sup>th</sup>, 2023**

**A. CALL TO ORDER:** The meeting was called to order at 5:15 p.m. by President Brown, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California. Virtual meeting access was provided using a Zoom access code for public participation.

**ROLL CALL: Present in Person:** President Dee Brown (DB), Vice President Edward Mauro (EM), Director Jerry Buzzetta (JB), Director James Parker (JP), Director Mike Alcorn (MA).

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

**C. APPROVAL OF AGENDA:** General Manager Drew Lander requested President Brown consider the addition of Associate Engineer oral report to item H3 under "Board and Staff Reports", in addition to moving the General Manager Staff Report from item H3 to H4. Upon a motion made by Director Parker to approve the agenda as amended by GM Lander, seconded by Director Mauro, for which President Brown then took a roll call vote as follows: (MA), yes; (JP), yes; (JB), yes; (EM), yes; (DB), 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. 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.

**E. CONSENT AGENDA:**

1. Approval of Minutes of the Special Board Meeting of December 13<sup>th</sup>, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of December 1, 2022 through December 31, 2022, totaling \$1,542,180.11 which includes \$463,568.91 for payments to vendors, \$369,511.54 for Payroll, \$386,981.23 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$0.00 for customer refunds.

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Amount</b>
12/01/2022	JN00309	Net Pay	\$74,999.33
12/01/2022	JN00309	Total Tax	\$21,547.26
12/02/2022	ACH 2432	CalPERS - Retirement	\$23.08
12/02/2022	ACH 2433	CalPERS - Retirement	\$240.17
12/02/2022	ACH 2434	CalPERS - Retirement	\$1,125.36
12/02/2022	ACH 2435	CalPERS - Retirement	\$3,997.58
12/02/2022	ACH 2436	CalPERS - Retirement	\$6,474.78
12/02/2022	ACH 2437	CalPERS - Retirement	\$7,671.35
12/05/2022	50770	Abel Alvarez	\$86.14
12/05/2022	50771	Ace Hardware (Johnson Lumber Co.)	\$206.29
12/05/2022	50773	Adan Cervantes	\$142.01
12/05/2022	50774	AT&T	\$1,061.09
12/05/2022	50775	AT&T	\$380.42
12/05/2022	50776	AT&T	\$1,000.00
12/05/2022	50777	Auto Tech Service Center, Inc.	\$120.00
12/05/2022	50778	Brenntag Pacific, Inc.	\$2,143.51

12/05/2022	50779	Carlson's Fire Extinguisher Sales & Serv	\$296.24
12/05/2022	50780	Central Ag Supply LLC	\$438.12
12/05/2022	50781	City of Hollister-Finance Dept	\$341,949.23
12/05/2022	50781	City of Hollister-Finance Dept Reversal	-\$341,949.23
12/05/2022	50782	Connected Solutions Group, LLC	\$729.75
12/05/2022	50783	CWEA Membership- TCP	\$95.00
12/05/2022	50784	Ferguson Enterprises, Inc.	\$326.29
12/05/2022	50785	Grainger, Inc.	\$643.77
12/05/2022	50786	Iconix Waterworks (US) Inc.	\$6,736.60
12/05/2022	50787	Interstate Battery System of San Jose Inc	\$135.96
12/05/2022	50788	Manuel Chavez	\$57.63
12/05/2022	50789	MBS Business Systems	\$914.08
12/05/2022	50790	Mc Gilloway, Ray, Brown & Kaufman	\$15,120.00
12/05/2022	50791	Mc Master-Carr	\$19.80
12/05/2022	50792	Mission Uniform Service	\$735.47
12/05/2022	50793	O'Reilly Auto Parts	\$55.28
12/05/2022	50794	Postal Graphics	\$6.11
12/05/2022	50795	Raftelis Financial Consultants, Inc.	\$4,862.50
12/05/2022	50796	Razzolink.com	\$76.95
12/05/2022	50797	Recology San Benito County	\$326.68
12/05/2022	50798	Robert Hillebrecht	\$2,947.53
12/05/2022	50799	Star Concrete	\$1,469.42
12/05/2022	50800	State Water Resources Control Board-DWOCF	\$105.00
12/05/2022	50801	USA Blue Book	\$1,493.91
12/05/2022	50802	UWUA Local 820	\$784.72
12/05/2022	50803	Verizon Wireless	\$384.99
12/05/2022	ACH 2438	Nationwide Retirements Solutions	\$11,146.04
12/05/2022	ACH 2439	BASIC Benefits LLC	\$241.60
12/05/2022	ACH 2440	Principal	\$3,439.41
12/06/2022	ACH 2441	BASIC Benefits LLC	\$10.00
12/06/2022	ACH 2442	iCloud	\$8,790.65
12/08/2022	ACH 2443	BASIC Benefits LLC	\$48.23
12/12/2022	ACH 2444	BASIC Benefits LLC	\$13.19
12/13/2022	ACH 2445	BASIC Benefits LLC	\$766.40
12/15/2022	50815	ACC Business	\$1,323.29
12/15/2022	50816	Ace Hardware (Johnson Lumber Co.)	\$175.29
12/15/2022	50817	Aquatrax	\$1,800.00
12/15/2022	50818	Auto Tech Service Center, Inc.	\$230.00
12/15/2022	50819	Brenntag Pacific, Inc.	\$791.08
12/15/2022	50820	Brigantino Irrigation	\$140.82
12/15/2022	50821	CWEA Membership- TCP	\$95.00
12/15/2022	50821	CWEA Membership- TCP Reversal	-\$95.00
12/15/2022	50822	De Lay & Laredo	\$2,432.50
12/15/2022	50823	Diego Perez Bribiesca	\$250.00
12/15/2022	50824	Extreme Plates, LLC	\$11,401.60
12/15/2022	50825	Grainger, Inc.	\$2,362.38
12/15/2022	50826	Hollister Auto Parts, Inc.	\$68.45
12/15/2022	50827	Iconix Waterworks (US) Inc.	\$3,261.52
12/15/2022	50828	John Smith Road Landfill	\$121.35
12/15/2022	50829	Mission Uniform Service	\$3,359.67
12/15/2022	50830	MNS Engineers, Inc.	\$63,048.00
12/15/2022	50831	O'Reilly Auto Parts	\$60.00
12/15/2022	50832	Palace Business Solutions	\$1,020.08
12/15/2022	50833	Plangrid, Inc.	\$936.00
12/15/2022	50834	Rain for Rent	\$5,664.17

12/15/2022	50835	San Benito County Water District	\$322,118.43
12/15/2022	50837	San Benito Tire Pros & Automotive	\$668.47
12/15/2022	50838	SBC Chamber of Commerce	\$265.00
12/15/2022	50839	Sharp Engineering and Construction, Inc.	\$24,487.00
12/15/2022	50840	State Water Resources Control Board-DWOCP	\$55.00
12/15/2022	50841	State Water Resources Control Brd-WWOPCP	\$210.00
12/15/2022	50842	Toro Petroleum Corp.	\$4,472.18
12/15/2022	50844	TPO	\$496.00
12/15/2022	50845	Trans Union LLC	\$169.46
12/15/2022	50846	U.S. Bank Corporate Payment Systems	\$7,880.60
12/15/2022	ACH 2446	P G & E	\$72,133.24
12/15/2022	JN00310	Net Pay	\$68,688.84
12/15/2022	JN00310	Total Tax	\$18,740.75
12/16/2022	ACH 2447	BASIC Benefits LLC	\$333.70
12/16/2022	ACH 2448	ADP	\$2,146.41
12/19/2022	50848	All American Mailing, Inc.	\$2,850.42
12/20/2022	ACH 2449	CalPERS - Retirement	\$23.08
12/20/2022	ACH 2450	BASIC Benefits LLC	\$246.06
12/20/2022	ACH 2451	CalPERS - Retirement	\$6,777.07
12/20/2022	ACH 2452	CalPERS - Retirement	\$7,658.34
12/20/2022	ACH 2453	Nationwide Retirements Solutions	\$8,928.02
12/20/2022	ACH 2454	CalPERS - Health Insurance	\$23,108.00
12/21/2022	50849	A-1 Services	\$403.00
12/21/2022	50850	Ace Hardware (Johnson Lumber Co.)	\$70.27
12/21/2022	50851	Auto Tech Service Center, Inc.	\$1,780.00
12/21/2022	50852	Brenntag Pacific, Inc.	\$2,391.50
12/21/2022	50853	Calcon System, Inc.	\$3,953.50
12/21/2022	50854	Calif. Special Districts Association	\$8,810.00
12/21/2022	50855	City of Hollister-Finance Dept	\$386,981.23
12/21/2022	50856	CM Analytical, Inc.	\$11,846.25
12/21/2022	50857	Community Printers, Inc.	\$2,100.81
12/21/2022	50858	East Bay Brass Foundry, Inc.	\$6,287.49
12/21/2022	50859	exceedio	\$3,194.51
12/21/2022	50860	First Trust Alarm Company	\$698.00
12/21/2022	50861	Frisch Engineering Inc.	\$7,050.00
12/21/2022	50862	Grainger, Inc.	\$22.37
12/21/2022	50863	Hach Company	\$861.84
12/21/2022	50864	Hollister Landscape Supply	\$33.61
12/21/2022	50865	Meter, Valve & Control	\$4,892.37
12/21/2022	50866	Michael Alcorn	\$598.49
12/21/2022	50867	Mission Uniform Service	\$391.91
12/21/2022	50868	MNS Engineers, Inc.	\$55,080.00
12/21/2022	50869	Rain for Rent	\$3,183.53
12/21/2022	50870	Star Concrete	\$530.96
12/21/2022	50871	State Water Resources Control Board-AFRS	\$24,687.00
12/21/2022	50872	State Water Resources Control Board-AFRS	\$3,453.00
12/21/2022	50873	State Water Resources Control Board-AFRS	\$794.00
12/21/2022	50874	State Water Resources Control Board-DWOCP	\$55.00
12/21/2022	50875	Toro Petroleum Corp.	\$2,017.48
12/21/2022	50876	USA Blue Book	\$327.34
12/21/2022	50877	Veolia Water Technologies	\$54,708.94
12/21/2022	ACH 2455	BASIC Benefits LLC	\$939.84
12/22/2022	ACH 2456	BASIC Benefits LLC	\$100.00
12/22/2022	ACH 2457	Colonial Life	\$2,104.04
12/27/2022	50878	AT&T	\$1,000.00

12/27/2022	50879	EBCO Pest Control	\$69.00
12/27/2022	50880	Konica Minolta Premier Finance	\$416.76
12/27/2022	50881	Mission Uniform Service	\$327.79
12/27/2022	50882	Razzolink.com	\$76.95
12/27/2022	50883	Verizon Wireless	\$2,724.10
12/27/2022	50884	Zoom Video Communications, Inc.	\$549.90
12/28/2022	ACH 2458	BASIC Benefits LLC	\$2.50
12/29/2022	JN00311	Net Pay	\$70,895.38
12/29/2022	JN00311	Total Tax	\$20,431.49

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-\$1,657,616.84

3. Associate Engineer Monthly Status Report was omitted from the consent agenda.
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 Brown asked for public comment and upon receiving none, President Brown 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 Brown then took a roll call vote as follows: (EM), yes; (JB), yes; (JP), yes; (MA) yes; and (DB) yes; the motion carried 5-0.

**F. NEW BUSINESS:**

1. **Resolution No. 584 a Resolution of the Board of Directors of the Sunnyslope County Water District Adopting the Multi-Jurisdictional Hazard Mitigation Plan for the Cities of Hollister and San Juan Bautista, the County of San Benito, and Other Local Government Agencies Including Sunnyslope County Water District. (Not A Project Under CEQA Per Article 20, Section 15378).**

General Manager Lander explained the acceptance by the District of this resolution is required allow Sunnyslope to participate in emergency declaration funding in the event of a County Emergency. The plan can be utilized by the county, city, and special districts within county jurisdiction to help in responding to disasters in a coordinated way.

President Brown then asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Approve Resolution No. 584 a Resolution of the Board of Directors of the Sunnyslope County Water District Adopting the Cities of Hollister and San Juan Bautista, the County of San Benito, and Other Local Government Agencies Including Sunnyslope County Water District. This motion was seconded by Director Parker for which President Brown then took a roll call vote as follows: (MA), yes; (JP), yes; (JB) yes; (EM) yes; and (DB) yes; the motion carried 5-0.


**G. BOARD COMMITTEE and STATUS REPORTS**

1. **Governance Committee:** (No meeting)
2. **Water/Wastewater Committee:** (No meeting)
3. **Finance Committee:** (No meeting)
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (No meeting)
6. **Water Resources Association of San Benito County (WRA):** (No Meeting)

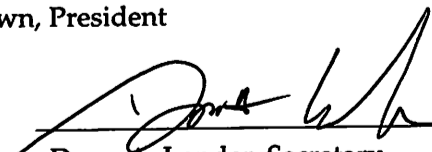
**H. BOARD and STAFF REPORTS**

1. **Directors:** No Report.
  2. **District Counsel:** Attorney Michael Laredo informed the board that his office would be hosting training in January and February for both AB 1234 (Ethics/Brown Act) and AB 1825 (Sexual Harassment Prevention). The training will take place via Zoom on January 26<sup>th</sup>, 2023 at 9:30 A.M. for AB 1234 and on February 2<sup>nd</sup>, 2023 at 9:00 A.M. for AB 1825.
  3. **Associate Engineer:** Associate Engineer Robert Hillebrecht provided a handout to the Directors that had a breakdown of some of the projects which required engineering services throughout 2022. Mr. Hillebrecht's oral report consisted of highlighting a few projects from that handout and giving details on how those projects have benefited the District or improved efficiency. In particular, the San Benito Foods Wastewater Treatment Plant was able to successfully utilize AESC analysis to reduce power demands.
  4. **General Manager:** General Manager/Secretary Lander gave an update on some of the projects and contracts the District is currently working towards, including; the Water Supply Management Plan Amendment, a Water Purchase Agreement with Best Road Mutual, and a possible agreement for Sewer Connection for the new College. Mr. Lander also reported on how water conservation is going, asking Associate Engineer Robert Hillebrecht to provide the conservation percentages to the board. To which Mr. Hillebrecht commented that for the full year of 2022 overall water savings was around 4% compared to 2021 and 8% compared to 2020. General Manager Lander concluded his oral report by informing the board that our Lessalt facility should hopefully be back online very soon.
- I. FUTURE AGENDA ITEMS:** Talking point sheet for Directors to be able to utilize with the public, update on rate study, and an update on the status of Sunnyslope involvement in the Gavilan College progress.
- J. ADJOURNMENT:** President Brown adjourned the meeting at 6:01 p.m.

APPROVED BY THE BOARD:

  
Dorothy J. L. Brown, President

RESPECTFULLY SUBMITTED:

  
Drew A. Lander, Secretary