

**MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Special Meeting
March 14, 2017**

- A. CALL TO ORDER:** The meeting was called to order at 5:15 p.m. by President Johnson, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.
- B. ROLL CALL: Present:** President Judi Johnson; Directors; Mike Alcorn, Robert J. Rodriguez II, Ann Ross, and Honor Spencer.
- C. PLEDGE OF ALLEGIANCE:** Director Ross led Directors, staff, and public in the Pledge of Allegiance.
- D. APPROVAL OF AGENDA:** Upon motion made by Director Rodriguez, seconded by Director Ross, and carried 5-0, the agenda was approved as presented.
- E. 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 no comments.

Staff present for Open Session: General Manager/Secretary Don Ridenhour, Attorney Heidi Quinn, Attorney David C. Laredo, Executive Assistant/Stenographer Carol Porteur, Finance and Human Resource Manager Cathy Buck, Water/Wastewater Superintendent Jim Filice, and Assistant Engineer Rob Hillebrecht.

F. NEW BUSINESS:

1. CONSIDER AUTHORIZING BOARD MEMBERS AND GENERAL MANAGER TO ATTEND THE ASSOCIATION OF CALIFORNIA WATER AGENCIES CONFERENCE (ACWA) AND THE ACWA/JOINT POWERS INSURANCE AUTHORITY (JPIA) MEETING MAY 8 THROUGH 12, 2017 IN MONTEREY, CALIFORNIA. (Not a project under CEQA per Article 20, Section 15378):

General Manager/Secretary Ridenhour stated that the ACWA Spring Conference is being held in Monterey from May 8th through the 12th this year. On Monday, May 8th, the ACWA/JPIA has a day of meetings and activities including a Board Meeting that our representatives attend (due to our participation in the JPIA for our Workers' Compensation insurance program). There is no fee to attend the JPIA's Board meeting. Director Johnson is our JPIA representative and Director Alcorn is our alternate.

Pre-registration before April 14th for the full conference including meals most days is \$699 per person. The total estimated District expenditure for attending the conference is approximately \$1,110 per person including registration, mileage reimbursement, meals, and Director meeting fees for five days. If a Director is approved to utilize hotel accommodations, the additional cost is approximately \$229 per night. The last day to make hotel reservations at the conference rate is April 11th and the last day to receive the early registration discount is April 17th. Costs will be less per person if an attendee does not attend all the days of the conference and attendees carpool.

The Board of Directors must approve any Director's participation when representing the District in any official capacity for them to receive meeting compensation and expense reimbursement for any eligible expenses under District policy.

Upon motion made by Director Alcorn, seconded by Director Spencer, and carried 5-0, the Board authorized all interested Directors and the General Manager to attend the Association of California Water Agencies Conference (ACWA) and the ACWA/Joint Powers Insurance Authority (JPIA) meeting May 8 – 12, 2017 in Monterey, CA.

- 2. CONSIDER AUTHORIZING BOARD MEMBERS TO ATTEND THE SAN BENITO COUNTY WATER FORUM AT SAN JUAN OAKS GOLF CLUB ON APRIL 21, 2017. (Not a project under CEQA per Article 20, Section 15378):** General Manager/Secretary Ridenhour stated that the San Benito County Business Council is holding a Water Information Forum on April 21, 2017 at the San Juan Oaks Golf Club. Registration for the Water Forum is \$35 and includes a light breakfast. The forum will cover water issues such as the current drought regulations, water use restrictions, regional water allocations, and local water projects. A presentation on the Hollister Urban Area Water & Wastewater Master Plan projects is planned by staff from San Benito County Water District, the City of Hollister, the Water Resources Association, and Sunnyslope County Water District.

The Board of Directors must approve any Director's participation when representing the District in any official capacity and for them to receive meeting compensation and expense reimbursement for any eligible expenses under District policy.

Upon motion made by Director Alcorn, seconded by Director Rodriguez, and carried 5-0, the Board authorized all interested and available Board members to attend the San Benito County Water Forum at San Juan Oaks Golf Club on April 21, 2017.

- 3. CONSIDER APPROVAL AND AUTHORIZE THE GENERAL MANAGER TO PURCHASE A KUBOTA L5740 HST TRACTOR FOR AN AMOUNT NOT TO EXCEED \$25,000. (Categorically exempt from CEQA per Article 19, Section 15301):** General Manager/Secretary Ridenhour explained that the District operates four sludge drying beds at the Ridgemark Wastewater Treatment Plant. Once the sludge is dried it is loaded and hauled to the local landfill for disposal. Staff currently utilizes the District's backhoe a few times a week in the summer months to mix the sludge to accelerate drying and to load the sludge for hauling away. This requires driving the backhoe to and from the District office to the wastewater plant and requires extensive washing of the backhoe each time. Staff has located a used Kubota tractor with a front end loader that would be better suited for handling the sludge drying and loading tasks. We would house the tractor at the wastewater plant and eliminate the wear and tear of driving the backhoe to and from the plant.

The Kubota L5740 HST tractor is 57 horse power, four wheel drive, has an enclosed cab, and has 2,035 hours on the engine. The Tractor is for sale by consignment through C&N Tractors in Watsonville. The purchase will actually be with a private person. Purchasing a used tractor reduces the cost to the District by over \$20,000 and will reduce the wear and tear on the District's backhoe.

General Manager/Secretary Ridenhour explained that although the cost of the tractor to the private party is \$25,000, the District will also need to pay use tax to the State Board of Equalization in the amount of \$1,812.50. The corrected amount not to exceed should be \$27,000 instead of \$25,000.

Director Ross stated that General Manager/Secretary Ridenhour did comparative pricing for the tractor and found this to be the best deal.

Upon motion made by Director Alcorn, seconded by Director Ross, and carried 5-0, the Board approved and authorized the General Manager to purchase a Kubota L5840 HST Tractor for an amount not to exceed \$27,000.

- 4. TAKE APPROPRIATE ACTION TO UPDATE SIGNATURE CARD FOR THE DISTRICT’S MUFU UNION BANK CHECKING ACCOUNT. (Not a project under CEQA per Article 20, Section 15378):** Finance and Human Resource Manager Cathy Buck explained that due to the change in District Directors, and update to the District’s bank signature card is needed. Before MUFU Union Bank can accept any account signatory card changes to District accounts, the Board of Directors need to take formal action and document their approval.

Approval is requested to remove outgoing Board member Danny Villalon as authorized signer, and add new Board member Ann C. Ross as authorized signer on the District’s signature card for the MUFU Union Bank checking account ending in “7511”.

Upon motion made by Director Rodriguez, seconded by Director Spencer, and carried 5-0, the Board authorized updating the signature card for the District’s MUFU Union Bank checking account as requested.

- 5. THE DISTRICT’S COUNSEL DAVID LAREDO AND HEIDI QUINN WILL BE CONDUCTING A TRAINING SESSION ON ETHICS AND THE BROWN ACT FOR BOARD MEMBERS AND STAFF. (Not a project under CEQA per Article 20, Section 15378):** District Counselors David Laredo and Heidi Quinn provided training to the Sunnyslope County Water District Board of Directors and staff titled, “Ethical Conduct in Public Service – Laws & Principals under AB 1234”. This training is mandated by Assembly Bill 1234 for all public elected officials that wield power of government and serve as stewards of both public resources and trust. Public perception make public service ethics unique in a public officials own analysis and how public perceives a particular course of action as being ethical.

The following Directors and staff completed the Ethics and Brown Act Training and received their AB1234 Public Service Ethics Education Proof of Participation Certificate: Directors: Mike Alcorn, Judi Johnson, Robert Rodriguez, Ann Ross, and Honor Spencer, and Staff: Cathy Buck, Jim Filice, Rob Hillebrecht, Carol Porteur, and Don Ridenhour.

- G. ADJOURNMENT:** Upon motion made by Director Ross at 7:42 p.m., President Johnson adjourned the meeting.

APPROVED BY THE BOARD: *s/ Judi H. Johnson*
Judi H. Johnson, President

RESPECTFULLY SUBMITTED: *s/ Donald G. Ridenhour*
Donald G. Ridenhour, Secretary