

September 25, 2024  
Regular Meeting  
5:00 p.m.

The Board of Directors of the San Benito County Water District convened in regular session on Wednesday, September 25, 2024 at 5:00 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: President Andrew Shelton, Vice President Doug Williams and Directors Sonny Flores, Joe Tonascia and Mark Wright. Also present were Interim General Manager Jeff Cattaneo, District Counsel Jeremy T. Liem, Interim Manager of Administration, Finance and Business Services Brett Miller, Operations and Maintenance Manager Michael Craig, Senior Engineer David Macdonald, Water Conservation Program Manager Jennifer Cosio Arellano, Office Specialist I Shannon Darnall, and Executive Assistant/Board Clerk Barbara Mauro.

**CALL TO ORDER**

President Shelton called the meeting to order at 5:00 p.m.

- a. **Pledge of Allegiance to the Flag**  
President Shelton led the Pledge of Allegiance.
- b. **Roll Call**  
Mrs. Mauro called roll; members present were: President Shelton, Vice President Williams and Directors Flores, Tonascia and Wright.
- c. **Speakers will be limited to 5 minutes to address the Board; rebuttal will be limited to 3 minutes; no new business agenda items will be heard after 8:00 p.m.**
- d. **Approval of Agenda**  
With a motion by Vice President Williams and a second by Director Tonascia, the Agenda was approved by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.
- e. **Public Input: Members of the Public are Invited to Speak on any Matter not on the Agenda**  
There were no public comments.

**CONSENT AGENDA:**

- |    |  |                           |                        |
|----|--|---------------------------|------------------------|
| 1. | <b>Approval of Minutes for:</b>  | <b>August 28, 2024</b>    | <b>Regular Meeting</b> |
|    |  | <b>September 10, 2024</b> | <b>Special Meeting</b> |
|    |  | <b>September 13, 2024</b> | <b>Special Meeting</b> |
| 2. | <b>Allowance of Claims</b>   |                           |                        |
| 3. | <b>Acknowledgement of Paid Claims prior to the September Board Meeting</b> |                           |                        |
| 4. | <b>On Call Contracts – Status Updates</b>                                  |                           |                        |

With a motion by Director Tonascia and a second by Director Flores, the Consent Agenda was approved by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

## **REGULAR AGENDA**

5. **Presentation by Francisco Diaz, County Clerk-Recorder Registrar of Voters, County of San Benito, on the November 5, 2024 Presidential General Election**  
Francisco Diaz, County Clerk-Recorder Registrar of Voters, County of San Benito, using a PowerPoint presentation, gave the Board information on the upcoming November 5, 2024 Election. He reviewed the process and the various ways and dates for voting.

Director Tonascia asked if early voting ballots are counted at the end or as they come in. Mr. Diaz stated they are counted daily, but the totals are not released until election night. Mr. Diaz further added approximately 8,000-10,000 ballots are submitted on election day. The Board thanked Mr. Diaz for his presentation.

6. **Consider Authorizing Director Attendance at the 2024 ACWA/JPIA's Board of Directors' Meeting on December 2, 2024, Palm Desert, California**

Mrs. Mauro stated the District has budgeted for 1 director to attend this conference. If anyone is interested, please see Mrs. Mauro for hotel accommodations.

7. **Consider Authorizing the General Manager (or his Designee) and Director Attendance at the 2024 ACWA Fall Conference, Palm Desert, California, December 3<sup>rd</sup> to 5<sup>th</sup>, 2024**

Mrs. Mauro stated the District has budgeted for 2 directors and the General Manager (or his designee) to attend this conference. If anyone is interested, please see Mrs. Mauro so you can be registered for the conference and hotel accommodations can be made.

8. **Committee/Agency Representative Reports:**

a) **San Luis and Delta-Mendota Water Authority (Tonascia/Cattaneo)**  
As per Director Tonascia, he had nothing to report at this time.

b) **Finance Committee (Tonascia/Shelton)**  
As per Mr. Miller, the committee discussed the 4<sup>th</sup> quarter reporting, the proposed budget for 2024-2025 and the designations and restrictions.

9. **Monthly Operations and Maintenance Report**

Mr. Craig discussed the work on the two rams at the Hernandez Spillway. When trying to remove one of the rams, staff found a piece had sheared off and that's why the valve was stuck open. Staff had to jack hammer around it, to get it out and it is not stainless steel. Mr. Craig stated the parts they will be installing will be stainless steel and the piece of arm that was broken will have to be custom made. Mr. Craig further added they have asked for a rush to be put on this work. It also appears that this arm had been previously welded at some point.

Vice President Williams asked if the original material was cast iron and Mr. Craig stated yes.

Mr. Craig stated his staff is catching up on work that was set-aside to do these repairs and District staff plans to go back out to Hernandez on Friday.

Vice President Williams asked about the use of pumps at the site. Mr. Craig reported they have been using 2, 6-inch pumps, rented from Rain 4 Rent. He further reported on Monday, staff will test the one valve (open/close) and then start on the other one.

Regarding the Paicines Canal, Mr. Craig reported it has been surveyed. In November, staff will begin the repair of the leaking section of the canal.

10. **General Manager's Report:**

**a) Reach 1 Operations**

As per Mr. Miller, he had nothing to report.

**b) Zone 3 Operations**

As per Mr. Miller, he had nothing to report.

**c) Zone 6 Operations**

As per Mr. Miller, he had nothing to report.

**d) Accelerated Drought Response Project (ADRoP)**

As per Mr. Miller, he had nothing to report.

**e) San Luis and Delta-Mendota Water Authority Activities**

As per Mr. Miller, the Authority signed an MOU with U C Merced for joint projects and also discussed a pilot demonstration project on the canals, which will be covered through grant funding.

**f) City of San Juan Bautista Water Supply Plan**

As per Mr. Miller, he had nothing to report.

**g) B F Sisk Dam Raise Project**

As per Mr. Miller, he had nothing to report.

**h) Miscellaneous District items**

As per Mr. Miller, he had nothing to report.

11. **CLOSED SESSION**

**Appointment of Public Employee**

**Pursuant to Government Code Section 54957 (b) (1)**

**Title: General Manager**

12. **CLOSED SESSION**

**Conference with Labor Negotiator**

**Pursuant to Government Code Section 54957.6**

**Agency Designated Representative: Jeremy Liem, District Counsel**

**Unrepresented Employee: General Manager**

*(The Board convened in Closed Session at 5:30 p.m.)*

13. **OPEN SESSION**

*(The Board reconvened in Open Session at 5:47 p.m.)*

**1. Report any action, if any, taken in Closed Session Items**

**i: 11**

**ii: 12**

As per President Shelton, there was no action to report from closed session.

14. **Hear Oral Summary of Recommendation for a Final Action on Salary and Compensation for Local Agency Executive - appointment of General Manager Pursuant to Government Code Section 54953, Subsection c, 3**

Mr. Liem gave the summary. In closed session, the Board approved the hiring of Dana Jacobson as General Manager. The following benefits for Mr. Jacobson were outlined by Mr. Liem: Life Insurance of \$150,000, Management Leave annually of 80 hours/year, Sick Leave of 96 hours/year, District Holiday Schedule, Cal PERS Benefits, Cell Phone Allowance of \$51/month, Annual District Benefit Contribution, Health-Dental-Vision Insurance, Vacation and Retirement Health Insurance Savings Account consistent with previous Executive Compensation. Mr. Jacobson's annual salary is \$250,000, with total compensation including benefits of approximately \$338,000.

15. **Consider Approval of Resolution 2024-35 for Executive Compensation**

Mr. Liem reported he recommends the hire of Dana Jacobson as General Manager and the Board to approve the resolution, authorizing Counsel and Board President to sign. With a motion by Vice President Williams and a second by Director Wright, the Board of Directors approved Resolution #2024-35, *A Resolution of the Board of Directors of the San Benito County Water District Appointing General Manager* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

16. **Consider Approval of Employment Contract for General Manager and Authorize District Counsel and Board President to Sign**

With a motion by Director Tonascia and a second by Director Flores, the Board of Directors approved of an Employment Contract for General Manager and Authorized the District Counsel and Board President to Sign by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

17. **Adjournment**

With no further business to discuss, the meeting was adjourned at 5:51 p.m.

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Approved at the October 30, 2024 Board Meeting and signed by the presiding board member.

*/s/Andrew Shelton*  
Andrew Shelton, President

*/s/Barbara L. Mauro*  
Barbara L. Mauro, Executive Assistant/Board Clerk