

**MINUTES FOR THE JANUARY 24, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board of Directors of the South San Joaquin Irrigation District (SSJID) met in person in regular session in the District Boardroom at 9:00 a.m., with public access provided via the online Zoom meeting platform. President Weststeyn called the meeting to order. Director Holbrook led the flag salute. Upon roll-call the following members were noted present:

DIRECTORS: HOLBROOK KAMPER ROOS SPYKSMA WESTSTEYN
ABSENT: NONE

Also present were General Manager Peter M. Rietkerk, Engineering Department Manager Forrest Killingsworth, and Clerk of the Board Danielle Barney.

Public Comment – None

CONSENT CALENDAR

- A. Approval of Checks in the amount of \$436,985.96; Accounts Payable Wires in the amount of \$988,744.03; and Payroll dated January 13, 2023 in the amount of \$273,496.69, and January 18, 2023 in the amount of \$553.39.
- B. Approval of the Regular Board Meeting Minutes of January 10, 2023
- C. Financial Statements for November 2022
- D. Investment Report for November 2022

MOTION: A motion was made by Director Holbrook and seconded by Director Roos to approve the Consent Calendar as submitted.

The motion passed 5 to 0 by the following vote:

AYES: HOLBROOK KAMPER ROOS SPYKSMA WESTSTEYN
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Holbrook reported that he attended the Boys & Girls Club of Manteca and Lathrop’s Annual Crab Feed on January 21. He noted that SSJID was acknowledged as an event sponsor, and commented on a well-attended, fun dinner.

Director Spyksma reported that he attended the SSJID Employee Appreciation Dinner on January 20, and stated that it was a fantastic evening, and a “well, put-together project.”

Director Kamper provided information and clarification of the Coordinated Operating Agreement between Tri-Dam Project and Pacific Gas & Electric (PG&E).

Director Kamper showed a video of an electrical arc on PG&E lines which occurred January 19, in the vicinity of Jack Tone Road and Van Wyck Lane.

Director Roos reported that he accompanied Mr. Chad Parsons, SSJID Associate Civil Engineer, on a drone inspection of the Joint Supply Canal (JSC) on January 18 and stated that there was no additional significant damage identified from the most recent rain event. He commented on the amazing construction and structure of Goodwin Dam and the District’s intricate waterways, and that Farmington Dam water levels were up to the spillway.

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President Weststeyn reported that he and Mr. Peter Rietkerk, SSJID General Manager, met with new Tri-Dam Project General Manager Summer Nicotero, on January 11, at the Tri-Dam office in Strawberry. Discussions included introductions, and updates on SSJID/Tri-Dam related matters.

President Weststeyn reported that he and Mr. Brandon Nakagawa, SSJID Water Resources Coordinator, attended the Josh Harder Town Hall on January 18, at the Health Plan of San Joaquin. The in-person town hall focused on the Delta Tunnel project and water issues in the Central Valley. Discussion also included localized flooding issues, and Congressman Harder's opposition of the Delta Tunnels. President Weststeyn stated that it was a well-attended meeting.

President Weststeyn reported that he attended the SSJID Employee Appreciation Dinner on January 20, and thanked "Team Awesome" which includes Ms. Danielle Barney, SSJID Executive Assistant, Ms. Dawn Driesen, SSJID Executive Assistant, and, and Ms. Julie Vrieling, SSJID Water Conservation Coordinator; and Ms. Katie Patterson, SSJID Public and Government Relations Manager, for their coordination of a very good event.

President Weststeyn announced that he will be attending the San Joaquin Farm Bureau (SJFB) Water Advisory Committee meeting to be held this evening of January 24.

President Weststeyn announced that the next meeting of the South San Joaquin Groundwater Sustainability Agency (SSJGSA) will be held on February 15.

Director Holbrook reported that he attended the Employee Appreciation Dinner on January 20, and acknowledged the dinner committee (AKA "Team Awesome") members including Ms. Driesen, Ms. Vrieling, and Ms. Barney. He commented on the excellent food, and opined on the joy he felt observing staff having fun.

Item #2 – Various Reports

Mr. Rietkerk shared that Mr. Don Thornburg, SSJID Human Resources Specialist, received the District's workers' compensation experience rating from the Special District Risk Management Authority (SDRMA). He stated that SSJID received a final experience modification (e-mod) rating of 0.56, which is a testament to successful safety trainings and culture shepherded by Mr. Walt Luihn, SSJID Environmental Compliance and Safety Officer, and mindful safety practices of the entire team. Mr. Rietkerk congratulated all staff on an excellent safety track record. President Weststeyn commented that it was an excellent score, and commended Mr. Luihn and the entire SSJID team.

Mr. Rietkerk updated the Board on status of the finalized San Joaquin Tributaries Authority (SJTA) Strategic Plan and stated that next steps will be implementation. He noted that Ms. Jennifer Persike, Strategic Consultant, will facilitate a planning meeting by January 30, with Mr. Rietkerk, and Mr. Nakagawa. Future meetings will include SJTA members. Mr. Rietkerk will keep the Board abreast of updates.

Director Spysma addressed Mr. Ed Erisman, Water Treatment Plant (WTP) Manager, regarding the Financial Statements, through November 30, 2022, for the Robert O. Schulz Solar Farm (Solar Farm) and inquired on the \$276,333.00 less revenue than anticipated. Mr. Erisman responded that budget amounts are projected, and upcoming projects to update the Solar Farm will be presented to the Board in the near future. Mr. Rietkerk added that there have been discussions regarding procurement of materials for solar farm maintenance. Mr. Bill Schwandt, SSJID Retail Electric Manager, stated that Mr. Mel Bradley, Consultant, had prior commitments and that the planning and implementation of the Solar Farm Update Project will be presented to the Board within the next two (2) months. Board discussion included the significance of maximizing the Solar Farm operation capacity.

President Weststeyn addressed Mr. Forrest Killingsworth, SSJID Engineering Department Manager, regarding the status of the rockslide along one of Tri-Dam's maintenance roads. Mr. Killingsworth responded that he and Mr. Rietkerk have spoken with Ms. Nicotero about companies SSJID has used in the past that may be able to assist Tri-Dam and that she will follow up and inquire with the Tri-Dam Operating Committee.

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Mr. Killingsworth updated the Board on the drone inspection of the JSC, on January 18, following the last rain event. He stated that the drone footage identified some additional trees and boulders in the canal from the last rain, but did not cause reason for concern. Mr. Killingsworth added that the Engineering budget includes funds for hazard surveys to clearly identify the appropriate amount of time and effort for clean-up and reconstruction but safety of SSJID crews are the main priority under the current conditions of the JSC. Provost & Pritchard Consulting Group (P&P) is scheduled to conduct a safety inspection and survey of the JSC on January 27. Following P&P's determination, clean-up work will begin by either District crews or outside sources.

ACTION CALENDAR

Item #3 – Consider Approval to Purchase Mid-Sized Excavator and Tilt Trailer

Mr. James Ferguson, SSJID Shop Department Supervisor, addressed the Board regarding approval to purchase a mid-sized excavator and new tilt trailer. He explained that the excavator was put out to bid, three (3) bids were received, and the lowest bid was from Garton Tractor for a Hitachi Hydraulic Excavator in the amount of \$128,162.59. A quote for the tilt trailer was received from Pape' Machinery for a Trail King Tilt Trailer in the amount of \$49,013.19.

Mr. Ferguson explained the mechanics and features of the three proposed excavators noting the similarities of all the machines. Delivery of the Hitachi is anticipated in three (3) months. He stated that the District is currently renting a Hitachi excavator and described the capabilities, functions, and usage of the equipment.

Board discussion included the monthly rental cost of the excavator; that the District usage of the proposed excavator would be year-round; the 40,000 lb. maximum weight capacity of the proposed Trail King tilt trailer; and inquiry of the Pape' delivery inspection fee to which Mr. Ferguson responded is a standard fee on Pape' quotes and/or purchases.

MOTION: A motion was made by Director Holbrook and seconded by Director Kamper to approve the purchase of the equipment listed below from the low bidder/Sourcwell contract as follows:

- One (1) New Hitachi ZX85USB Hydraulic Excavator from Garton Tractor for \$128,162.59
- One (1) New Trail King TKT40LP Tilt Trailer from Pape' Machinery for \$49,013.19

The motion passed 5 to 0 by the following vote:

AYES:	HOLBROOK KAMPER ROOS SPYKSMA WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #4 – Consider Approval of Task Order for Provost & Pritchard (P&P) for Comprehensive Rate Study

Ms. Sonya Williams, SSJID Finance and Administration Manager, addressed the Board regarding approval to issue a task order, under the existing Master Professional Services Agreement (PSA): Engineering Services, for a Proposition 218 Rate Study. She added that P&P has been providing consulting services to District staff to carry out various engineering tasks through a Master PSA and that an attached task order would include all things necessary to conduct a Prop. 218 rate study for a not to exceed amount of \$75,000.00.

Ms. Williams provided a detailed explanation of P&P's proposed scope of work including a rate analysis based on budgets and cost estimates for services; review and discussion regarding the District's financial projection model and recommend assessment rates to the Board; development of an Engineer's Report to substantiate the assessment to be imposed and which meets all Prop. 218 requirements; development of voting ballots; and participation in all public outreach meetings. She further explained P&P's qualifications, background, and experience conducting Prop. 218 rate studies.

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Ms. Williams noted that the strategy and timeline set forth by P&P offers the District ample time to adhere to the deadlines required to ensure rates are effective for the 2024 billing cycle. She added that the proposed timeline indicates that tasks are currently one (1) month ahead of schedule due, largely in part, to work conducted on the SSJID Water Master Plan.

Staff recommended that the Board approve a task order, under the existing Master PSA with P&P, for a Prop. 218 rate study, and approve a budget amendment for consulting fees not to exceed \$75,000.00.

MOTION: A motion was made by Director Kamper and seconded by Director Holbrook to approve a task order for the Provost & Pritchard Consulting Group Master Professional Services Agreement: Engineering Services to include a Proposition 218 Rate Study for a not to exceed amount of \$75,000.00; and approve a budget amendment for consulting fees not to exceed \$75,000.00.

The motion passed 5 to 0 by the following vote:

AYES:	HOLBROOK KAMPER ROOS SPYKSMA WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Mr. Rietkerk announced that Item(s) 5.a-c on the Closed Session agenda would not be discussed as General Counsel is not in attendance at today's meeting, and Item(s) 5.d-f will be discussed. The Board took a brief recess at 9:35 a.m. and convened to Closed Session at 9:45 a.m.

Item #5 – CLOSED SESSION

RETURN TO OPEN SESSION

The Board reconvened to Open Session at 11:17 a.m.

Item #6 – ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Disclosure of reportable actions taken in Closed Session, pursuant to Government Code Section 54957.1:
There were no reportable actions taken in Closed Session.

Item #7 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 11:18 a.m.

ATTEST:

Danielle Barney, Clerk of the Board