

**MINUTES FOR THE MAY 28, 2024
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 Spyksma led the flag salute. Upon roll call the following members were noted present:

DIRECTORS: KAMPER ROOS SPYKSMA WESTSTEYN
ABSENT: HOLBROOK

Also present were General Manager Peter 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 \$427,429.31; Accounts Payable Wires in the amount of \$1,159,314.67; and Payroll dated May 10, 2024 in the amount of \$22,717.06, and May 17, 2024 in the amount of \$305,268.87.
- B. Approval of the Regular Board Meeting Minutes of May 14, 2024
- C. Financial Statements through April 30, 2024
- D. Investment Report for April 30, 2024

Director Spyksma addressed Ms. Sonya Williams, SSJID Finance and Administration Manager, and inquired about the status of switching from lower yield bond investments to higher yield investments. Ms. Williams responded that SSJID Investment Broker Kevin Martin, at Cambridge Investment Research, had recently started selling approximately \$3,000,000.00 of investments and converting the funds into higher interest bonds.

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

The motion passed 4 to 0 by the following vote:

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

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Roos reported that he participated in a tour of the Frankenheimer Power Plant, on May 17, along with SSJID General Manager Peter Rietkerk, and SSJID Electric Utility Manager Bill Schwandt. He commented on the 42-year old structure, and commended Turlock Irrigation District (TID) Hydroelectric Department Manager Travis Meier for the tour and TID staff for keeping SSJID’s asset well maintained and running smoothly.

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Director Kamper stated that there were no updates to report.

Director Spyksma reported that he has attended multiple San Joaquin Tributaries Authority (SJTA) Commission meetings regarding the ongoing recruitment for an Executive Director.

President Weststeyn noted the recent Memorial Day Holiday and expressed a heartfelt thank you to those who served in the military, including veterans employed with the District.

President Weststeyn congratulated all SSJID staff who are the proud parents of a Class of 2024 graduate.

Item #2 – Various Reports

Mr. Rietkerk referenced the General Manager’s Report, dated May 28, 2024, and discussed an Organizational Design Review process that Senior Leadership is interested in kicking off soon. Organizational Design Review is a process to assure that the District is appropriately organized and staffed to implement the 2024 Strategic Plan priorities and 2022 Water Master Plan’s recommended capital improvement program. He noted that SSJID has good leadership and staff, and they are excited about the process because it presents an opportunity to further improve the organization and assure the implementation of key priorities safely, efficiently, and effectively over the long-term.

Mr. Rietkerk indicated that the District would be using Kristi Marsella with Next Gear Consulting (NGC) to facilitate this Organizational Design Review process and explained the scope to the board and staff. Mr. Rietkerk noted the total budget for this work is approximately \$30,000.00, the expenditures are included in the 2024 budget, the proposed consultant budget falls within the General Manager’s approval authority, and that staff would initiate the process with NGC and report at regular intervals to the Board.

Ms. Katie Patterson, SSJID Public and Government Relations Manager, referenced Mr. Rietkerk’s email to all staff on Friday, May 24, 2024, celebrating SSJID’s 115th Anniversary. She noted activities commemorating the District’s milestone including a new 115th Anniversary logo; display of a new SSJID 115th Anniversary billboard; swag items displaying the 115th Anniversary branding; and Anniversary messaging through the District’s social media platforms, website, phone systems, and computer login pages.

Board discussion included possibly incorporating an American Flag to SSJID’s hat design.

ACTION CALENDAR

Item #3 – Consider Approval of Quote for Water Treatment Plant Emergency Backup Generator

Mr. Justin Ashworth, Water Treatment Plant (WTP) Operations Supervisor, addressed the Board regarding approval of an emergency backup generator at the WTP. He provided history of the current, original generator which was constructed for the main purpose of providing life and safety services (e.g. emergency lighting, fire pump, gate access, etc.). Mr. Ashworth added that the current generator requires a step-up transformer to create power to supply the WTP, though it cannot function as a backup power supply capable of treating and delivering water during power outages.

Mr. Ashworth explained that all the turnout facilities have emergency backup generators to run booster pumps at each site and provide water, and described the units ranging in power from 350-kW to 1000-kW. He emphasized that the usefulness of these generators is limited unless a larger generator is installed at the WTP capable of enabling the production of water.

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Mr. Ashworth provided additional background and mentioned previous Board actions meant to streamline the installation of a backup generator which included engaging Electrical Advantage Engineering, in 2020, to provide engineering services for the design of a Backup Generator Project; aggregating two (2) solar feeds into a single meter, in 2022, to create a single feed into the proposed backup generator; and engaging Unity Design Group (UDG), in 2023, to conduct a preliminary analysis and provide revisions to the construction documents drafted in 2020.

The 2023 study conducted by UDG concluded that the WTP needed a generator built to its required specifications. Mr. Chris Wells, the UDG Electrical Engineer who conducted the load study, researched a viable option to have a generator built to WTP specifications and compliance with current California Air Resources Board regulations, and provided a quote from Industrial Electrical for a Kohler KD-1250.

Industrial Electrical provided a comprehensive quote for the Kohler KD-1250 in the amount of \$1,260,865.00 plus taxes, which includes equipment price, startup fees, the Approval to Construct permit, and initial diesel and DEF tank fill. Additional expenses handled internally by District staff include obtaining a Permit to Operate (\$2,500.00), emissions source testing (approximately \$10,000.00), and hiring a contractor for site preparation and final installation. The Backup Generator Project was included in the WTP 7-year Capital Improvement Plan, with a projected total cost of \$2.1 million allocated to the year 2025.

The lead time for construction of the generator is 72-weeks, providing time for UDG to finalize the construction documents and for the District to hire a contractor to complete the groundwork in preparation for the generator's delivery.

The Backup Generator Project has been discussed and approved by the WTP Operating Committee. Staff recommended that the Board approve the quote from Industrial Electrical for the 1250-kW Diesel Powered Generator at a total cost of \$1,260,865.00 plus tax.

Board discussion included the intermittent occurrences of power outages and restoration, the 15-20 minutes cool down period of the proposed generator, consideration of a 750-kW generator, resale of the current WTP generator, a third party contracted by Industrial Electrical to conduct the Tier 4 work, and assurances that the final product will be California Air Resources Board compliant.

MOTION: A motion was made by Director Kamper and seconded by Director Roos to approve the quote from Industrial Electrical for the 1250-kW Diesel Powered Generator at a total cost of \$1,260,865.00 plus tax.

The motion passed 4 to 0 by the following vote:

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

Item #4 – Operational Update on the Water Treatment Plant Sodium Permanganate Pilot Testing

Mr. Jeremy Ellsworth, WTP Operator, addressed the Board and provided an update on the Sodium Permanganate Pilot Testing, which was conducted to evaluate an alternative pretreatment oxidant to reduce or eliminate taste/odor compounds and disinfection byproducts (DBPs) from the water treatment process. He added that organic loading has slowly increased over the years which could cause taste and odor issues in the finished water, and potentially form DBPs due to a reaction with the WTP's primary disinfectant Sodium Hypochlorite.

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Mr. Ellsworth explained that due to the increased organic levels, WTP staff started evaluating alternative disinfectants to replace Sodium Hypochlorite. Research concluded that Sodium Permanganate was a viable alternative that didn't create DBP or require large capital expenditures to implement.

Mr. Ellsworth provided detailed descriptions of the pilot study; the scope of the pilot program; and results which concluded that Sodium Permanganate reduced the formation of DBPs, there were noticeable reductions in the use of chemicals in the treatment process such as Aluminum Chlorohydrate and Chlorine, there was little to no algae growth or odor production from the pretreatment process, and the water tasted better.

Board discussion included the seasonal growth of organics, winter runoffs contain organic material, consideration of Chlorine Dioxide, and the estimated annual cost of \$56,000.00 to \$100,000.00 to switch to Sodium Permanganate, which was net of savings associated with reduction in chemicals while using Sodium Permanganate. The Board commended Mr. Ellsworth for a job well done on the study and update.

Item #5 – Consider Approval of Amendment to Service Abandonment Agreement for Dylan & Brittany Goodwin, APN 208-070-28

Mr. Anthony Podesto, SSJID GIS/Engineering Technician, addressed the Board regarding approval of the Amendment to Irrigation Service Abandonment Agreement (SAA) for Dylan and Brittany Goodwin (Owner), San Joaquin County (SJC) Assessor Parcel Number (APN) 208-070-28. He provided background of the previous owner, Gervase Farms, entering into the SAA with the District in 2004 (Agreement #1396); the current owners' request to amend the existing SAA so the property can be eligible to receive District water; and the owner's intent to use the existing pipeline to flood irrigate a small pasture which is approximately one (1) acre in size.

District staff are currently unaware of any unauthorized encroachments within the subject property. The Engineering and Water Departments have verified that Operations staff can provide service per District specifications on a regular rotation. There is an existing private pipeline that is shared with the neighbor to the east that provides access to irrigation water.

Specific conditions for approval that staff recommended include flood irrigation, sprinkler or drip irrigation, and one year provision. All other standard language for SAA Amendments shall be included in the amended document. Approval shall be subject to the terms and conditions specified in the revised policy entitled "Policy for Rescinding Irrigation Service Abandonment."

Board inquiry included the legal right-of-way to the subject property, to which Mr. Podesto responded that legal rights-of-way are available via Louise Avenue or Austin Road.

MOTION: A motion was made by Director Spyksma and seconded by Director Roos to approve the Agreement to Amend the Irrigation Service Abandonment Agreement for APN 208-070-28, subject to conditions specified in the agenda Item #5 Staff Report, and a revision to the standard agreement that further reflect those conditions.

The motion passed 4 to 0 by the following vote:

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

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Item #6 – Consider Approval of Amendment to Service Abandonment Agreement for Mike Baron, APN 226-100-12

Mr. Podesto addressed the Board regarding approval of the Amendment to Irrigation SAA for Michael and Julie Baron (Owner), SJC APN 226-100-12. He provided background of the previous owner, Lester Schmiedt, entering into the SAA with the District in 1991 (Agreement #153); the current owners’ request to amend the existing SAA so the property can be eligible to receive District water; and the owner’s intent to use the existing valve to flood irrigate approximately fifteen (15) acres of corn, while reserving five (5) acres for a home site.

District staff are currently unaware of any unauthorized encroachments within the subject property. The Engineering and Water Departments have verified that Operations staff can provide service per District specifications on a regular rotation. There is an existing 36” valve located at the northeast corner of the property that appears to be in working condition.

Mr. Podesto noted that the Lateral W system is currently overburdened during the peak of irrigation season in terms of supply capacity and crop demand. The additional demand created by the proposed amendment will slightly worsen the existing capacity deficiency.

Specific conditions for approval that staff recommended include flood irrigation, sprinkler or drip irrigation, and one year provision. All other standard language for SAA Amendments shall be included in the amended document. Approval shall be subject to the terms and conditions specified in the revised policy entitled “Policy for Rescinding Irrigation Service Abandonment.”

Board discussion included the sandy ground on the property in question.

MOTION: A motion was made by Director Roos and seconded by Director Spyksma to approve the Agreement to Amend the Irrigation Service Abandonment Agreement for APN 226-100-12, subject to conditions specified in the agenda Item #6 Staff Report, and a revision to the standard agreement that further reflect those conditions.

The motion passed 4 to 0 by the following vote:

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

Item #7 – Consider Approval of Proposal for the Canyon Tunnel 95% Design

Mr. Forrest Killingsworth, SSJID Engineering Department Manager, addressed the Board regarding approval of a proposal from Provost & Pritchard Consulting Group (P&P) for the preparation of the 95% Design for the Joint Supply Canal Bypass Tunnel (Canyon Tunnel). He noted the thorough presentation regarding the 90% design, and proposal to proceed with the 95% design effort which was provided to the Tri-Dam Directors at the May 16, 2024 Tri-Dam Board meeting.

Mr. Killingsworth detailed P&P’s 95% Support Services Proposal scope of work for Phases 1 through 10, and noted the recent addition of Phase 5.1 – Survey Support, which will encompass ongoing landowner negotiations and include research and analysis of boundary data, site visits, and preparation of legal descriptions and easement exhibits. The total proposal, including the addition of Task 5.1, amounts to \$753,650.00.

Mr. Killingsworth stated that SSJID is the lead agency on the Canyon Tunnel Project, and Oakdale Irrigation

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District (OID) will vote on the P&P proposal at the OID Board meeting scheduled for June 4.

The Board requested clarification of the fiscal impact, to which Mr. Killingsworth responded that \$877,569.00 was included in the 2024 budget for the Canyon Tunnel project and that \$177,713.00 had been spent through April for work related to the 90% Design. Remaining 2024 Canyon Tunnel expenditures are anticipated to include the 95% Design work at \$753,650.00, State Water Resources Control Board environmental impact fees at \$7,982.00, remaining appraisal fees at \$6,000.00, landowner option agreements at \$5,000.00, and public outreach expenses which had not been included in the original budget, for a total of \$772,632.00 plus public outreach efforts. To date, the 2024 project budget is trending approximately \$72,776.00 over budget (plus cost to develop and implement a public outreach plan). Director Spyksma also inquired about total expenditures paid to P&P for the Canyon Tunnel Project to date, to which Mr. Killingsworth responded that he would provide him with the information requested.

Board discussion included public outreach which will include video imagery, and future discussions with the Tri-Dam Board of Directors on how to engage the community, celebrate the project, and document milestones.

MOTION: A motion was made by Director Roos and seconded by Director Spyksma to approve the proposal from Provost and Pritchard Consulting Group, and authorize staff to do all things necessary and proper to enter the District into a Professional Services Agreement with P&P for the preparation of the 95% Design for the Joint Supply Canal Bypass Tunnel (“Canyon Tunnel”), to be performed on a Time and Expense basis not to exceed \$753,650.00.

The motion passed 4 to 0 by the following vote:

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

Item #8 – Consider Adoption of Workplace Violence Prevention Policy in Compliance with Senate Bill 553

Mr. Brandon Nakagawa, SSJID Water Resources Coordinator, addressed the Board regarding approval of the SSJID Workplace Violence Prevention Plan (WPV Prevention Plan) in accordance with California Senate Bill (SB) 553.

Mr. Nakagawa explained that SB 553 was signed into law on September 30, 2023, and amends Labor Code Section 6401.7 requiring employers to develop and implement a WPV Prevention Plan beginning July 1, 2024, and maintain a WPV Prevention Plan that includes employee retaliation, accepting and responding to reports of workplace violence, employee workplace violence training and communication, emergency response, workplace violence hazard assessments, and other specified requirements (e.g. Violent Incident Log, etc).

Mr. Nakagawa commended Mr. Walt Luihn, SSJID Environmental Compliance and Safety Officer, for his contributions to the Plan including research with the Special District Risk Management Authority (SDRMA), and knowledge of SB 553 requirements.

The Board inquired about the inclusion of the Plan Appendix C – Medical Emergencies, to which Mr. Luihn responded that information regarding action to a medical emergency were included per California Department of Industrial Relations – Division of Occupational Safety and Health (Cal/OSHA) requirements. He added that annual training is also required which will be included as part of SSJID’s Annual Safety Day event.

Board discussion included authorizing the General Manager to make future revisions to the WPV Prevention

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Plan as needed per Cal/OSHA updates; inform the Board of any updates/revisions to the Plan; including the Plan in future General Unit labor negotiations with the International Brotherhood of Electrical Workers (IBEW) Local 1245 Union; and working with IBEW representation on necessary revisions to the current Memorandum of Understanding (MOU) per State law requirements.

MOTION: A motion was made by Director Spyksma and seconded by Director Kamper to approve the SSJID Workplace Violence Prevention Plan, and authorize the General Manager to make future revisions to the Plan to ensure continued relevance and compliance with Senate Bill 553.

The motion passed 4 to 0 by the following vote:

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

Mr. Rietkerk announced that due to the absence of SSJID General Counsel Mia Brown, Closed Session Items 9.a., 9.b., and 9.c. would not be addressed. Closed Session Item 9.d. would be discussed, and Item 9.e. would be deferred to a future board meeting.

The Board took a brief recess at 10:18 a.m. and convened to Closed Session at 10:30 a.m.

Item #9 – CLOSED SESSION

RETURN TO OPEN SESSION

The Board returned to Open Session at 11:40 a.m.

Item #10 – 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 #11 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 11:41 a.m.

ATTEST:

Danielle Barney, Clerk of the Board