

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF NOVEMBER 14, 2019
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** **AGENDA** *****

Items on the agenda may be taken out of order.

Public comment is limited to three (3) minutes for each individual speaker.

In accordance with California Government Code Section 54957.5, any writing that is a public record and relates to an open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Office, 7500 Schmidt Lane, El Cerrito, during regular business hours. Copies of the agenda are posted on the District website at www.stegesand.org Those disabled persons requiring auxiliary aids or services in attending or participating in this meeting should notify the District at least 48 hours prior to the meeting at 510/524-4668.

I. Call To Order

II. Roll Call

Agenda Items: Directors and Officers of the Board will consider and announce if they have any conflicts of interest posed by items on the meeting agenda.

III. Public Comment

(Members of the public are invited to address the Board concerning topics that are **not** on the agenda)

IV. Approval of Minutes

Motion:

A. Approval of October 24, 2019 Board Meeting Minutes

(The Board will be asked to review and approve the minutes of the October 24, 2019 Board Meeting)

Info:

V. Communications

A. Oral Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

a. City & Community Meetings

B. Written Communications

1. ARTICLE - US Supreme Court hears Maui wastewater case with potential for nationwide impact

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF NOVEMBER 14, 2019
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

- Info: **VI. Reports of Staff and Officers**
- A. Attorney's Report:
 - B. Manager's Report:
 - 1. Monthly Maintenance Summary Report – October 2019
 - 2. Monthly Report of Sewer Replacements and Repairs
 - 3. Proposed Meeting Calendar
 - 4. Board Officer Succession Plan
 - 5. Holiday Luncheon – Thursday, December 12, 2019 @Noon
 - 6. 2020 California Association of Sanitation Agencies (CASA) Conferences
 - January 21-23, 2020 – Winter Conference, Indian Wells, CA
 - February 24-26, 2020 – Washington DC Policy Forum
 - August 12-14, 2020 – 65th Annual Conference, Lake Tahoe, CA

- VII. Business**
- Info: A. Identifying and Reducing Inflow and Infiltration (I&I) Overview
(The Board will review the information)

- Info: **VIII. Monthly Financial Statements - October 2019**
- A. Monthly Investment, Cash, Receivables Report
 - B. Monthly Operating Statement
(The Board will review the reports and statements)

- IX. Approval of Checks**
- Info/Motion: A. Checks for November 14, 2019 - Fund No. 3418 & 3423
(The Board will be asked to consider approval of the November checks)

- Info: **X. Future Agenda Items**
- December 12, 2019 – 2:00PM**
- Fiscal Year Financial Audit
 - Connection Charge Calculation Report
 - Emergency Contact Update
 - Meeting Calendar

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF NOVEMBER 14, 2019
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Consent Decree Quarterly Report
CASA Conference
Nomination & Election of Officers

January 16, 2020

Connection Charge
Board Governance Manual Review
Long Range Planning Workshop Agenda
Service Rate Discussion
District of Distinction Board Training Summary
Director's Contact Info
CASA Conference

XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on December 12, 2019 at 2:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF OCTOBER 24, 2019
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: Vice President Miller called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Christian-Smith, Merrill, Miller, O'Keefe
 Absent: Gilbert-Snyder (gave prior notice)
 Others Present: Rex Delizo, District Manager
 Eric Casher, Assistant District Counsel
 Thomas Mumley, San Francisco Bay Regional
 Water Quality Control Board (Item VII.C Only)

Item VII.C was taken out of order at this time in the meeting.

VII. Business

C. Thomas Mumley, San Francisco Bay Regional Water Quality Control Board

The Board had an informal discussion with the Assistant Executive Officer of the San Francisco Bay Regional Water Quality Control Board regarding his thoughts and expectations moving forward.

The Board resumed the order of the agenda at this time in the meeting.

Agenda Items: Directors and Officers of the Board did not announce any conflicts of interest posed by items on the meeting agenda.

III. Public Comment: There was no public comment.

CLOSED SESSION

Liability Claims

Gov. Code § 54956.95

Claimant: Vollmer

Agency Claimed Against: Stege Sanitary District

Liability Claims

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF OCTOBER 24, 2019
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Gov. Code § 54956.95

Claimant: Elsbury

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Anderson

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Ogata

Agency Claimed Against: Stege Sanitary District

The Board entered into closed session at 7:55 P.M. and returned to open session at 8:02 P.M. Vice President Miller announced the Board had taken no reportable actions.

IV. Approval of Minutes

A. Approval of September 19, 2019 Board Meeting Minutes

MOTION: By Christian-Smith, seconded by Merrill, to approve the minutes of the September 19, 2019 Board Meeting

VOTE: AYES: Christian-Smith, Merrill, O'Keefe, Miller

NOES: None

ABSTAIN: None

ABSENT: Gilbert-Snyder

V. Communications

A. Oral Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

a. City & Community Meetings

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF OCTOBER 24, 2019

TIME OF MEETING: 7:00 P.M.

DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Director Christian-Smith gave a report on a recent Madera Elementary School PTA Meeting. Director Miller gave a report on his attendance at two El Cerrito City Council Meetings, a Contra Costa Special Districts Association Quarterly Meeting, a Trail Trekker hike, and the 2019 Sewer and Storm Water Summit.

B. Written Communications

1. EBMUD Memo - Regional Private Sewer Lateral (PSL) Program Update - Stege Sanitary District

The Board reviewed the memo update of the EBMUD Regional PSL Program.

2. EBMUD Memo – Regional Fats, Oils, or Grease (FOG) Program Update - Stege Sanitary District

The Board reviewed the memo update of the EBMUD Regional FOG Program.

VI. Reports of Staff and Officers**A. Attorney's Report**

Casher reported on AB 1184 regarding retention of public record e-mail.

B. Manager's Report

1. Monthly Maintenance Summary Report – September 2019

The Manager reported no significant issues on last month's maintenance activities.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on the invoices paid in September.

3. San Pablo Avenue Specific Plan Area (SPASPA) Status Report

The Manager reported on the status of the SPASPA impact fee.

4. Draft Endeavor Newsletter – Winter 2019

The Manager reported on the draft newsletter.

5. Holiday Luncheon

The Manager reported on the upcoming annual holiday luncheon.

6. 2020 California Association of Sanitation Agencies (CASA) Conferences

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF OCTOBER 24, 2019
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

The Manager reported on the upcoming CASA conferences dates for 2020.

VII. Business

A. Resolution No. 2131-1019 Approving and Authorizing the Employment Agreement for District Manager/Engineer, Secretary of the Board, and Treasurer of the District

The Board approved the resolution that memorializes the Manager's existing terms of employment in a single agreement pending staff confirming certain language clarifications by District Counsel.

MOTION: By Christian-Smith, seconded by O'Keefe, to approve Resolution No. 2131-1019 Approving and Authorizing the Employment Agreement for District Manager/Engineer, Secretary of the Board, and Treasurer of the District, pending staff confirming certain language clarifications by District Counsel

VOTE: AYES: Christian-Smith, Merrill, O'Keefe, Miller
 NOES: None
 ABSTAIN: None
 ABSENT: Gilbert-Snyder

B. Resolution No. 2132-1019 Approving and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Health Benefits Program

The Board approved the resolution which will continue dental coverage under the Special District Risk Management Authority (SDRMA) Health Benefits Program.

MOTION: By Merrill, seconded by Christian-Smith, to approve Resolution No. 2132-1019 Approving and Authorizing the Execution of a

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF OCTOBER 24, 2019
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Memorandum of Understanding and Authorizing Participation in the
 Special District Risk Management Authority's Health Benefits Program

VOTE: AYES: Christian-Smith, Merrill, O'Keefe, Miller
 NOES: None
 ABSTAIN: None
 ABSENT: Gilbert-Snyder

- C. Thomas Mumley, San Francisco Bay Regional Water Quality Control Board
 This item was taken out of order earlier in the meeting (see above).

VIII. Monthly Financial Statements - September 2018

- A. Monthly Investment, Cash, Receivables Report
 B. Monthly Operating Statement
 C. Local Agency Investment Fund (LAIF) Quarterly Statement
 D. California Employer's Retiree Benefit Trust (CERBT) Quarterly Statement
 The financial items were reviewed by the Board with no significant issues.

IX. Approval of Checks

- A. Checks for October 24, 2019 - Fund No. 3418 & 3423

MOTION: By Christian-Smith, seconded by O'Keefe, to pay the bills,
 Check Nos. 26285 through 26333 in the amount of \$231,177.87

VOTE: AYES: Christian-Smith, Merrill, O'Keefe, Miller
 NOES: None
 ABSTAIN: None
 ABSENT: Gilbert-Snyder

X. Future Agenda Items

November 14, 2019

Proposed Meeting Calendar

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF OCTOBER 24, 2019

TIME OF MEETING: 7:00 P.M.

DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Board Officer Succession Plan

CASA Conference

December 12, 2019 – 2:00PM

Fiscal Year Financial Audit

CASA Conference

Meeting Calendar

Consent Decree Quarterly Report

Nomination & Election of Officers

XI. Adjournment

The meeting was adjourned at 9:08 P.M. The next meeting of the District Board of Directors will be held on Thursday, November 14, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

US Supreme Court hears Maui wastewater case with potential for nationwide impact

<https://www.hawaiinewsnow.com/2019/11/06/us-supreme-court-hear-maui-wastewater-case-with-potential-nation-wide-impact/>

By [HNN Staff](#) and [Gray News Staff](#) | November 6, 2019 at 6:55 AM HST - Updated November 6 at 8:50 AM

WASHINGTON, D.C. (HawaiiNewsNow) - The U.S. Supreme Court heard oral arguments on Wednesday in a Maui wastewater case that could have wide-reaching effects across the country.

The central question is whether Maui County is violating the Clean Water Act by injecting wastewater from a treatment plant in Lahaina into groundwater which eventually ends up in the Pacific Ocean.

Supreme Court justices had several questions for both sides of the argument.

Maui Mayor Mike Victorino attended the hearing and said, in a statement, “Their questions were insightful, and I felt that they truly understood the complexity of the issues in this case and the potential effects of the expansion of the Clean Water Act on governmental entities and private properties.”

Hawaii Wildlife Fund and other environmental groups argued the contaminated water is damaging the reefs and polluting the ocean.

They won their case in the federal appeals court. But the county appealed and took it to the High Court.

“(Maui County’s) motivation is really clear: they want to reduce the compliance burdens that they have as polluters into the environment,” said Drew Caputo, who is on the Earthjustice team representing Hawaii Wildlife Fund.

He thinks this case is clear, saying the tainted sewage water that ends up in the ocean should be federally regulated.

The county says that’s not necessary because the wastewater they are treating is not going directly into the ocean, simply into wells that make their way to the Pacific via groundwater.

Caputo thinks this is a loophole in the 1972 Clean Water Act that needs to be closed by the Supreme Court.

“Even if you know that that pollutant is going to go to the river, ocean or the lake through the groundwater, you can do that without any pollution control obligations at all,” said Caputo.

Jesse Richardson, from the national Water Systems Council, filed a brief in support of the County of Maui. Richardson believes the County of Maui should change its polluting habits, but that it should be a state mandate, not federal.

“In a lot of states this would be covered by state regulation and it should be covered in Hawaii,” said Richardson.

Richardson says if the Supreme Court finds in favor of Hawaii Wildlife, the consequences would be widespread. He thinks it could force every American to go through an expensive permitting process whenever they touch groundwater anywhere near the ocean.

“That would add a lot of time and expense to that and that would ultimately be passed onto the homeowner,” said Richardson.

Last month, the Maui County Council urged Mayor Mike Victorino to settle the case before it headed to the Supreme Court.

Victorino, however, decided to fight the appeals court ruling and attended Wednesday’s hearing.

Victorino argues that conforming to federal permits will lead to huge increases in Maui water rates.

A decision from the nation’s highest court is expected sometime in June.

“This case has never been about winning or losing,” Victorino said. “It’s about clarity in the law so that we can move forward, confident as to the clear boundaries of the law so we can implement our programs and practices accordingly. I look forward to the Court’s decision.”

Copyright 2019 Hawaii News Now. All rights reserved.

**STEGE SANITARY DISTRICT
MONTHLY MAINTENANCE SUMMARY REPORT
Oct-19**

1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITES

There were 23 normal working days Days Feet

Unit #10 (rodder) operated: 5 23,955
 Unit #11 (rodder) operated: 0 0
 Unit #15 (video) operated: 10 11,201
 Unit #16 (combo) operated: 16 64,392

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	77,348	10,999	77,348	10,999	126,957
Total Video	4,281	6,920	4,281	6,920	12,754

2. MONTHLY SERVICE CALLS

After-hour service calls: 1 call 1 out

STEGE SANITARY DISTRICT - SERVICE CALLS, OVERFLOWS AND BACKUPS

YEAR	MO	SERVICE CALLS		LATERAL PROBLEMS		STRUCTURAL MAINLINE FAILURES		MAINLINE OVERFLOWS INTO HOMES	
		CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	TOTAL LAST 12-MOS	CURRENT MONTH	TOTAL LAST 12-MOS
2019	Oct	8	11.2	5	7.1	0	3	0	0
		CATEGORY 1 SSOs		OVERFLOWS CAUSED BY MAINLINE		OVERFLOWS RELATED TO WET WEATHER			
		CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS		
		0	3	0	8	0	3		

3. SAFETY AND TRAINING

Safety and training meetings were conducted twice a month.

MONTHLY SERVICE CALLS

October-2019

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
10/1/2019 Tuesday 12:34 PM	172434 172028	2216 ARLINGTON BLVD. EL CERRITO, CA 94530 <i>Last Call: 10/28/2017</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
10/3/2019 Thursday 11:37 AM	272523 272522	285 GRIZZLY PEAK BLVD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	O, T				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
10/9/2019 Wednesday 1:44 PM	234213 234212	523 COVENTRY RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
10/9/2019 Wednesday 10:52 PM	231808 231807	610 CANON DR. KENSINGTON, CA 94707 <i>Last Call: 9/28/1992</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				POWER FAILURE AT PUMP STATION.
10/14/2019 Monday 12:31 PM	101419 101417	2118 CARLSON BLVD. EL CERRITO, CA 94530 <i>Last Call: 12/11/2014</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
10/16/2019 Wednesday 9:52 AM	272004 272003	34 AVON RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
10/18/2019 Friday 12:40 PM	163002 163001	10963 SAN PABLO AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	W				LINE WAS HOLDING DUE TO WIPES COLLECTING ON EBMUD FLOW METER.
10/31/2019 Thursday 1:05 PM	211202 211201	5722 LASSEN ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.

PROBLEM TYPE:

Water (A) Odor (O)
 Broken Main (B) Overflow (OF)
 S/S Congestion (C) PG+E (P)
 Debris in Main (D) Roots (R)
 EBMUD (E) Surcharge (S)
 Soft Stoppage (F) Storm Drain (SD)
 Grease (G) Unknown (U)
 Lateral Cause (LC) Other (T)
 Misc (M) Wipes/Rags (W)
 MH Cover (MC)

SPILL

LOCATION:
 Lamp/Manhole (MH)
 Mainline (ML)
 Lateral (L)
 Cleanout (CO)
 Building (BLDG)
 Other (O)

SPILL

CAUSE:
 Blockage (B)
 Surcharge (S)
 Line Break (ML)
 Other (O)

SPILL END

LOCATION:
 Building (BLDG)
 Creek (C)
 Strt/Pvmnt (ST)
 Storm Drn (SD)
 Yard (Y)
 Other (O)

MAINLINE:

1

LATERAL:

5

OTHER:

2

TOTAL SERVICE CALLS:

8

MAINLINE OVERFLOW:

0

MAINLINE SURCHARGE:

0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

November-2019

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
1/16/2019 Wednesday 5:14 PM	163004 163003	11025 SAN PABLO AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	G, S	MH	B, S	ST, SD	SSO CAUSED BY HEAVY RAIN AND PARTIAL GREASE BLOCKAGE.	CAT 1	4250 gallons	0 gallons	4250 gallons
2/2/2019 Saturday 1:41 PM	265026 265025	8231 TERRACE DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, OF	CO	B	Y	SSO CAUSED BY REPAIR CONTRACTOR	CAT 2	1000 gallons	0 gallons	1000 gallons
2/13/2019 Wednesday 8:21 AM	291004 291003	10544 SAN PABLO AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	G,S	MH	S	SD	SMALL AMOUNT OF GREASE, LINE MOSTLY SURCHARGING.	CAT 1	2400 gallons	0 gallons	2400 gallons
2/13/2019 Wednesday 3:38 PM	181013 181012	5100 MACDONALD AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	S	MH	S	SD	OVERFLOW DUE TO CAPACITY. WHEN THE RAIN STOPPED THE OVERFLOW STOPPED.	CAT 1	2600 gallons	0 gallons	2600 gallons
4/30/2019 Tuesday 3:45 PM	151250 151227	1345 BREWSTER DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B,OF	ML	ML	Y	REPAIR COUPLING SLIPPED OFF.	CAT 3	25 gallons	0 gallons	25 gallons
8/16/2019 Friday 10:30 AM	232517 232514	7722 CURRY AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D	MH	B	ST, Y	WE FOUND CONCRETE IN MAINLINE	CAT 3	10 gallons	10 gallons	0 gallons
8/16/2019 Friday 2:40 PM	151227 151245	1307 BREWSTER CT. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, OF	ML	ML	Y	THE CONNECTION CLAMP CAME LOOSE.	CAT 3	562 gallons	0 gallons	562 gallons
9/1/2019 Sunday 5:18 PM	274122 274121	610 BELOIT AVE. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, D, OF	MH	ML	Y	BROKEN MAIN IN THREE PLACES WITH HUGE HOLE.	CAT 3	1 gallons	1 gallons	0 gallons

PROBLEM TYPE:

Water (A)
Broken Main (B)
S/S Congestion (C)
Debris in Main (D)
EBMUD (E)
Soft Stoppage (F)
Grease (G)
Lateral Cause (LC)
Misc (M)
MH Cover (MC)

Odor (O)
Overflow (OF)
PG+E (P)
Roots (R)
Surcharge (S)
Storm Drain (SD)
Unknown (U)
Other (T)
Wipes/Rags (W)

SPILL

LOCATION:
Lamp/Manhole (MH)
Mainline (ML)
Lateral (L)
Cleanout (CO)
Building (BLDG)
Other (O)

SPILL

CAUSE:
Blockage (B)
Surcharge (S)
Line Break (ML)
Other (O)

SPILL END

LOCATION:
Building (BLDG)
Creek (C)
Strt/Pvmnt (ST)
Storm Drn (SD)
Yard (Y)
Other (O)

TOTAL MAINLINE SSOs: 8
MAINLINE BREAK SSOs: 3
MAINLINE SURCHARGE SSOs: 3
CATEGORY 1 SSOs: 3
SSOs INTO BUILDINGS: 0

TOTAL SSO VOLUME (GALS): 10,848
TOTAL VOLUME RECOVERED (GALS): 11
TOTAL VOLUME UNRECOVERED (GALS): 10,837

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
------	----------	---------	----------	------	-----	-------	-----	----------	------	-----	--------	-----

*CATEGORY 1 SSO: Discharges of untreated or partially treated wastewater of any volume resulting from an enrollees sanitary sewer system failure or flow condition that: Reach surface water and/or reach a drainage channel tributary to a surface water; or Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).

CATEGORY 2 SSO: Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

CATEGORY 3 SSO: All other discharges of untreated or partially treated wastewater resulting from an enrollees sanitary sewer system failure or flow condition.

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
October 2019

I SEWER REPLACEMENT - FY 2018-19

A. BUDGET ALLOCATION		\$2,689,000
B. PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C. SEWER REPLACEMENTS PAID THIS MONTH		
1 None		
SUBTOTAL FOR THIS MONTH		\$0
D. TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%	\$0
E. TOTAL 5% RETENTION HELD		\$0
F. BUDGET REMAINING	100.00%	\$2,689,000
G. PERCENTAGE OF FISCAL YEAR REMAINING	66.67%	
H. TOTAL REPLACEMENT FOOTAGE PAID TO DATE	(\$ - /LF)	

II SEWER REPAIRS - FY 2018-19

A. BUDGET ALLOCATION		\$64,000
B. PRIOR BUDGET EXPENDED		\$7,700
C. SEWER REPAIRS PAID THIS MONTH		
1 6622 Waldo Ave., El Cerrito		\$6,275
2 1525 San Joaquin St. El Cerrito		\$3,200
3 7443 Potrero Ave., El Cerrito		\$4,700
SUBTOTAL FOR THIS MONTH		\$14,175
SUBTOTAL FOR LAST MONTH		\$7,700
D. TOTAL BUDGET EXPENDED	34.18%	\$21,875
E. TOTAL RETENTION HELD	0.00%	\$0
F. BUDGET REMAINING	65.82%	\$42,125
G. PERCENTAGE OF FISCAL YEAR REMAINING	66.67%	
H. TOTAL NUMBER OF REPAIRS PAID TO DATE	6	\$3,645.88 /REPAIR)

**STEGE SANITARY DISTRICT
BOARD OF DIRECTORS**

2020 BOARD MEETING SCHEDULE

(Start time is 7PM unless stated otherwise)

January 16, 2020

January 30, 2020

February 13, 2020

March 7, 2020 – 9am*

March 19, 2020

April 2, 2020

April 16, 2020

May 7, 2020

May 21, 2020

June 4, 2020

June 18, 2020

July 16, 2020

August 20, 2020

September 3, 2020

September 17, 2020

October 1, 2020

October 15, 2020

November 12, 2020

December 10, 2020 – 2pm

* *Long Range Planning – All Day Workshop*

DRAFT 2020 Stege Sanitary District Board Meeting Schedule

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

MARCH						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Meeting Date
 ## Mtg w/ Counsel
 ## LRP Workshop
 ## Conference
 ## Holiday

**STEGE SANITARY DISTRICT
BOARD OF DIRECTORS
DIRECTORS AND POSITIONS**

DIRECTOR	TERM EXPIRES
Alan Miller	2022
Beatrice O’Keefe	2020
Dwight Merrill	2022
Juliet Christian-Smith	2022
Paul Gilbert-Snyder	2020

YEAR	POSITION	DIRECTOR
<i>2020*</i>	<i>PRESIDENT</i>	<i>Alan Miller*</i>
	<i>VICE PRESIDENT</i>	<i>Beatrice O’Keefe*</i>
2019	PRESIDENT	Paul Gilbert-Snyder
	VICE PRESIDENT	Alan Miller
2018	PRESIDENT	Dwight Merrill
	VICE PRESIDENT	Jay James
2017	PRESIDENT	Beatrice O’Keefe
	VICE PRESIDENT	Dwight Merrill
2016	PRESIDENT	Alan Miller
	VICE PRESIDENT	Beatrice O’Keefe
2015	PRESIDENT	Paul Gilbert-Snyder
	VICE PRESIDENT	Alan Miller
2014	PRESIDENT	Dwight Merrill
	VICE PRESIDENT	Graham Brand
2013	PRESIDENT	Beatrice O’Keefe
	VICE PRESIDENT	Dwight Merrill

**Proposed*



*Stege Sanitary District
Holiday Luncheon
Thursday
December 12, 2019
12 Noon
Mira Vista | Berkeley
Golf and Country Club
7901 Cutting Blvd
El Cerrito, CA
RSVP 510-524-4668
cathy@stegesd.org*

IDENTIFYING AND REDUCING INFLOW AND INFILTRATION (I&I) OVERVIEW

ISSUE:

The Board requested an overview of identifying and reducing Inflow and Infiltration (I&I).

FISCAL IMPACT:

There is no fiscal impact for this review.

STRATEGIC PLAN:

GOAL 2: Maintain and Improve Infrastructure

BACKGROUND:

At a previous Board meeting, the Board requested an overview of identifying and reducing Inflow and Infiltration (I&I). The overview is attached for review.

RECOMMENDATION:

Review the information.

ATTACHMENTS:

Identifying and Reducing Inflow and Infiltration (I&I) Overview

Identifying and Reducing Inflow and Infiltration (I&I) Overview

1. **Flow Monitoring** – Compare wastewater flow during dry weather versus during a rain event.
2. **Smoke Testing** – Introduce non-toxic, non-staining smoke through the sanitary sewer system to locate leaky defects and cross connections from roof drains, area drains, and sump pumps.
3. **Dye Testing** – Introduce water mixed with a non-toxic, non-staining dye into the storm water system and surrounding area to identify and/or confirm leaky defects and cross connections.
4. **Sewer Main Inspections** – CCTV condition assessment to identify leaky defects and cross connections.
5. **Manhole Inspections** – Identify leaky defects and cross connections during CCTV condition assessment and visually during maintenance activities.
6. **Private Sewer Laterals (PSL)** – During PSL repair and replacement inspections, identify and instruct owner/contractor to remove any cross connections of roof drains, area drains, and sump pumps. Require property owners certify their PSLs are leak-free and free of cross connections, typically when buying/selling a property or significant building addition or remodel.
7. **Repair and/or Replace** – Repair or replace leaky sewer mains, manholes, and PSLs. Replace and seal leaky manholes and manhole covers. Remove and repair cross connections.

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report

1:05 PM
 11/07/2019

As of October 30, 2019

	<u>October 31, 2019</u>	<u>September 30, 2019</u>	<u>\$ Change</u>	<u>Deposits</u>	<u>Checks</u>	<u>Transfers</u>
ASSETS						
Current Assets						
Checking/Savings						
LAIF Investment Accts						
11012 - Sewer Operations- 3418	4,228,632	4,523,632	-295,000	0	0	-295,000
11014 - System Rehab- 3423	1,913,400	1,913,400	0	0	0	0
Total LAIF Investment Accts	<u>6,142,032</u>	<u>6,437,032</u>	<u>-295,000</u>	<u>0</u>	<u>0</u>	<u>-295,000</u>
Checking Accts						
100 - Mechanics Bank	80,243	118,756	-38,513	6,009	-339,522	295,000
100 - County Cash Acct #3418	-6,210	-6,210	0 *	0 *	0	0
Total Checking Accts	<u>74,033</u>	<u>112,546</u>	<u>-38,513</u>	<u>6,009</u>	<u>-339,522</u>	<u>295,000</u>
11021 - Petty Cash	250	250	0	0	0	0
Total Checking/Savings	<u>6,216,315</u>	<u>6,549,828</u>	<u>-333,513</u>	<u>6,009</u>	<u>-339,522</u>	<u>0</u>
301 - Ca Employer's Retiree Benefit Trust	227,602	227,602	0	0	0	0
Total CA Employer's Retiree Benefit Trust	<u>227,602</u>	<u>227,602</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Accounts Receivable						
11072 - Accounts Receivable	31,041	31,041	0			
Total Accounts Receivable	<u>31,041</u>	<u>31,041</u>	<u>0</u>			

Note: * Reduction or Increase is based on property tax estimate.

I hereby certify that the invested funds of the Stege Sanitary District are in compliance with the investment policies of the Stege Sanitary District and provide sufficient liquidity to meet budgeted expenses for the next six month period.

 Rex Delizo, District Manager

 Date

STEGE SANITARY DISTRICT

Operating Statement

11/07/2019

October 2019

33.70% of Fiscal year Completed

	July- October 2019	Annual Budget	% of Annual Budget
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	-	2,467,000	0%
31020 - Permit & Insp. Fees	2,385	15,000	16%
31030 - Connection Fees	15,001	150,000	10%
31040 - San Pablo Impact Fee	-	250,000	0%
31080 - Contracted Services	-	30,000	0%
31010a - Capital Service Charges	-	2,535,000	0%
Total 31 - OPERATING REVENUE	17,386	5,447,000	0%
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	-	70,000	0%
32052 - Interest - 3423	-	15,000	0%
32080 - Property Taxes	-	400,000	0%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	342	21,000	2%
Total 32 - NON-OPERATING REVENUE	342	506,000	0%
Transfer (to)/from Reserves	-	805,071	0%
Total Income	17,729	6,758,071	0%
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	62,300	195,200	32%
45-020 - Employee Benefits	77,909	163,334	48%
45-029 - Retiree Health	3,382	10,300	33%
45-030 - Directors Expenses	6,310	39,731	16%
45-070 - Insurance	63,323	129,100	49%
Administration - Other	72,017	268,600	27%
Total Administration	285,242	806,265	35%
Maintenance/Engineering			
41-010 - Salaries & Wages	324,678	1,014,260	32%
41-020 - Employee Benefits	184,349	595,736	31%
41-029 - Retiree Health	3,382	10,300	33%
41-100 - Operating Supplies	11,789	45,000	26%
41-110 - Contractual Services	74,707	97,400	77%
41-207 - Contracted Repairs	21,875	64,000	34%
Maintenance- Other	126,109	306,450	41%
Total Maintenance/Engineering	746,890	2,133,146	35%
Pump Stations	6,350	16,460	39%
Total OPERATING EXPENSES	1,038,482	2,955,871	35%
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	-	148,200	0%
Construction Projects	0	3,189,000	0%
Outlay(Maintenance/Engineering)	431,039	465,000	93%
Total CAPITAL	431,039	3,802,200	11%
Total Expense	1,469,521	6,758,071	22%
Net	(1,451,792)	0	

1:44 PM	STEGE SANITARY DISTRICT			
11/07/2019	Check Report			
Accrual Basis	November 14, 2019			
	Name	Memo	Amount	Num
Nov 14, 19				
	3T Equipment Company, Inc.	Manhole hook	-625.58	26334
	Aramark Uniform Services	Uniform Service	-256.75	26335
	CCP Industries	Respirator	-276.29	26336
	City of El Cerrito	Fire Inspection	-177.00	26337
	DEK Electric	Canon Pumpstation	-2,675.00	26338
	Dormatech Mechanical Systems, INC	HVAC Repair	-8,324.00	26339
	East Bay Sanitary Co., Inc.	Garbage Nov-Dec 2019	-806.12	26340
	East Bay Times	Newspaper Subscription	-371.71	26341
	EBMUD 39830388387	Hydrant Meter	-440.82	26342
	EBMUD 92526846174	Hydrant Meter	-440.82	26343
	Elizabeth Vollmer	Claim 245 Los Altos Drive	-3,738.68	26344
	Exxonmobil	Gas	-382.48	26345
	Herc Rentals	Bypass Pump Rental	-1,936.17	26346
	Nakano Landscape	Landscaping Oct 2019	-280.00	26347
	Pastime Hardware	Maintenance Supplies	-43.60	26348
	PG&E- #0103467151-9	Burlingame Pump Station	-70.62	26349
	PG&E- #6675831511-4	Office/Shop	-842.11	26350
	Pitney Bowes Global Financial Srvcs, LLC	Postage Machine	-719.04	26351
	Plaza Auto Service, Inc	Oil Change	-124.68	26352
	Reserve Account	Acct 28592137/Tax ID 94-6001398	-200.00	26353
	Rosalie Blazej	Fall Newsletter 2019	-1,094.66	26354
	ServiceMaster Restoration Services	Cleaning Grizzly Peak & 7500 Schmidt	-8,011.27	26355
	Subsite Electronics CA	Camera Repairs	-527.96	26356
	TelePacific Communications	Office Phones	-990.08	26357
	U.S. Bank	Vehicle Repairs, Conference and Misc	-7,365.75	26358
	Underground Service Alert	USA Markings	-2,972.44	26359
	Vanguard Cleaning Systems	Janitorial Service Nov 2019	-295.00	26360

	Name	Memo	Amount	Num
	WECO Industries, Inc.	Warthog & Tiger Tail	-4,925.51	26361
	CalPERS Long-Term Care Program	Long Term Care Nov 2019	-309.65	26362
	Nationwide Retirement Solutions	Deferred Comp Nov 2109	-11,628.32	26363
	P.E.R.S.	Health Insurance Dec 2019	-7,527.68	26364
	PERS	Retirement Nov 2019	-15,294.23	26365
	Reliance Standard Life	Life Insurance & LTD Dec 2019	-223.17	26366
	SDRMA	Dental Dec 2019	-953.79	26367
Nov 14, 19			-84,850.98	

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

NOVEMBER 2019	DECEMBER 2019	JANUARY 2020	FEBRUARY 2020	MARCH 2020	APRIL 2020
11/28 HOLIDAY	12/12 HOLIDAY LUNCHEON 12/25 HOLIDAY	1/1 & 1/20 HOLIDAY CASA Winter Conf. Jan 21-23, Indian Wells, CA	2/17 HOLIDAY CASA Policy Forum Feb 24-26, Wash, DC	AB 1234 Training (even years)	
11/14/2019 – 7:00 P.M.	12/12/2019 – 2:00 P.M.	1/16/2020 – 7:00 P.M.	2/13/2020 – 7:00 P.M.	3/7/2020 – 9:00 A.M.	4/2/2020 – 7:00 P.M.
<ul style="list-style-type: none"> • Proposed Meeting Calendar • Board Officer Succession Plan • CASA Conference 	<p><u>2PM Meeting Time</u></p> <ul style="list-style-type: none"> • Fiscal Year Financial Audit • Resolution Certifying Election Results (even years) • Connection Charge Calculation Report • Emergency Contact Update • Meeting Calendar • Consent Decree Quarterly Report • CASA Conference • Nomination & Election of Officers 	<ul style="list-style-type: none"> • Connection Charge • Board Governance Manual Review • Long Range Planning Workshop Agenda • Service Rate Discussion • District of Distinction (even years) • Board Training Summ. • Director’s Contact Info • CASA Conference 	<ul style="list-style-type: none"> • Long Range Planning Workshop Agenda • Service Rate Discussion • Board Training Summ. • Board Governance Manual Approval • Actuarial Analysis of Retiree Health Benefits Report (even years) • CASA Conf. + Attendee Reports • Form 700 	<p><u>9AM Meeting Time</u></p> <ul style="list-style-type: none"> • Long Range Planning Workshop • Past 5 yrs. Expenditures Review • Self-Assessment of Governance • Strategic Plan Review 	<ul style="list-style-type: none"> • Service Rate Discussion/ Approval (& 30-day Notice) • Board Training Summ.
		1/30/2020 – 7:00 P.M.		3/19/2020 – 7:00 P.M.	4/16/2020 – 7:00 P.M.
		<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. • Resolution for Disposal of Surplus Property • Quarterly Financial Statements • Long Range Planning Workshop Agenda • Service Rate Discussion • CASA Conf. – Attendee Reports • SPASPA Status Report 		<ul style="list-style-type: none"> • Auditor – RFP • California Employer’s Retiree Benefit Trust (CERBT) • Consent Decree Quarterly Report • Service Rate Discussion • Board Training • Form 700 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Employee Benefits • Quarterly Financial Statements • Draft Budget • Service Rate Discussion/Approval (& 30-day Notice) • July 4th Fair Discussion • SPASPA Status Report

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

MAY 2020	JUNE 2020	JULY 2020	AUGUST 2020	SEPTEMBER 2020	OCTOBER 2020
5/25 HOLIDAY AB 1661 Training (odd years)	6/10 Safety and Recognition Awards Luncheon	7/3 HOLIDAY 4 th of July Fair Booth	CASA Annual Conf. Aug 12-14, Lake Tahoe CSDA Annual Conf. Aug 24-27, Palm Desert	9/7 HOLIDAY	
5/7/2020 – 7:00 P.M.	6/4/2020 – 7:00 P.M.	7/16/2019 – 7:00 P.M.	8/20/2020 – 7:00 P.M.	9/3/2020 – 7:00 P.M.	10/1/2020 – 7:00 P.M.
<ul style="list-style-type: none"> • Draft Budget • Board Training Summ. • July 4th Fair Discussion 	<ul style="list-style-type: none"> • Draft Budget • Review Director Meeting Compensation • Approve Project Plans and Specs (+CEQA) • Approve Salary Ranges for District Positions • July 4th Fair Discussion 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Hearing/Resolution- Establish and Collect Sewer Service Charges • July 4th Fair Debrief • District Investment Policy • Reimb. Report per Gov. Code 53065.5 • Quarterly Financial Statements • Candidate filing period (even years) • Resolution Est. Salary of District Manager • SPASPA Status Report • CASA Conference • Form 470 	<ul style="list-style-type: none"> • CASA Conference • CSDA Conference • Select Actuary for Analysis of Retiree Health Benefits (odd years) • Quarterly (FY End) Financial Statements • Conn. Charge Report per Gov. Code 66013 	<ul style="list-style-type: none"> • CASA Conference – Attendee Reports • CSDA Conference 	<ul style="list-style-type: none"> • Regional PSL Program Update • Regional FOG Program Update
5/21/2020 – 7:00 P.M.	6/18/2020 – 7:00 P.M.			9/17/2020 – 7:00 P.M.	10/15/2020 – 7:00 P.M.
<ul style="list-style-type: none"> • CLOSED SESSION – Counsel Perf. Eval. • Resolution Ordering Board Election (even years) • Draft Budget • July 4th Fair Discussion • Service Rate Discussion/Approval (& 30-day Notice) 	<ul style="list-style-type: none"> • CLOSED SESSION – Manager Perf. Eval. • Approve/Adopt Budget • Notice of Completion/ Award of Contract • Ordinance – Director Meeting Compensation • Review and Approve Incentive Award • Adopt Incentive Award Goals & Objectives • District Reserve Policy • July 4th Fair Discussion • CD Quarterly Report 			<ul style="list-style-type: none"> • Flexible Benefits Plan Contribution Review • Deferred Compensation Matching Contribution Review • CSDA Conference – Attendee Reports • Consent Decree Quarterly Report 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • SPASPA Status Report • Quarterly Financial Statements