

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 6, 2021
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** MINUTES *****

- I. Call To Order:** President O’Keefe called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith*, Gilbert-Snyder*, Merrill, Miller*,
 O’Keefe*
- Absent: None
- Others Present: Rex Delizo, District Manager
 Jay James*, Resident (for Item VII.B)
 Annette McCoubrey*, Resident (for Item VII.B)
**via video-conference*

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.

IV. Approval of Minutes

A. Approval of April 15, 2021 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by Christian-Smith, to approve the minutes of the April 15, 2021 Board Meeting, as amended

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Merrill, Miller
 O’Keefe

NOES: None

ABSTAIN: None

ABSENT: None

V. Communications

A. Oral Communications

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1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
 - A. City & Community Meetings
 Miller gave a report on his attendance at a recent El Cerrito City Council Meeting.

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

VII. Business

B. Pump Station Surcharge

Resident Jay James gave public comment remotely via Zoom opposing a pump station surcharge. Resident Annette McCoubrey submitted written comments via email and gave public comment remotely via Zoom questioning the surcharge. The Board discussed the possible surcharge to offset the costs associated with operating, maintaining, and rehabilitating the District pump stations but decided to take no action. The Board asked staff to report back with additional information on existing surcharges of other agencies and have District Counsel report on the legality of adding a new surcharge for costs associated with the existing District pump stations.

MOTION: By Merrill, seconded by O’Keefe, to take no action, have staff report back with additional information on existing surcharges of other agencies, and have District Counsel report on the legality of adding a new surcharge for costs associated with the existing District pump stations

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

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

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V. Communications

B. Written Communications

1. KIDS for the BAY Watershed Action Program 2020 – 2021 School Year Interim Report

The Board received the interim report and asked staff to ask for feedback from teachers that participated in the program.

VI. Reports of Staff and Officers

A. Manager's Report

1. Draft Budget FY 2021 - 2022

The Manager reported on the latest draft of the budget.

2. Employee Benefits Package

The Manager reported on the employee benefit considerations.

3. Draft Newsletter

The Manager reported on the draft newsletter and received feedback from the Board.

VII. Business

A. Consideration of Professional Auditing Services

The Board discussed and approved continuing with the professional auditing services of Chavan & Associates, LLP for another year, with option years for 2022 and 2023.

MOTION: By Christian-Smith, seconded by Merrill, to authorize the Manager to proceed with professional auditing services by Chavan & Associates, LLP for the fiscal year ending June 30, 2021 for the all-inclusive maximum fee of \$12,500, with option years for 2022 and 2023 at the same rate

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

NOES: None

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ABSTAIN: None

ABSENT: None

B. Pump Station Surcharge

This item was taken out of order earlier in the meeting (see above).

C. Diversity, Equity, and Inclusion

The Board continued their Diversity, Equity, and Inclusion (DEI) discussions and decided to bring back a draft DEI policy of values that they would like to implement for consideration at a future meeting.

D. Appointment of Labor Negotiator – Board President

The Board appointed the Board President as labor negotiator for the purpose of negotiations with the District Manager.

MOTION: By Christian-Smith, seconded by Merrill, to appoint the Board President as labor negotiator for the purpose of negotiations with the District Manager

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Merrill, Miller,
O’Keefe

NOES: None

ABSTAIN: None

ABSENT: None

CLOSED SESSION

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President

Unrepresented Employee: District Manager

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The Board entered into closed session at 8:35 P.M. and returned to open session at 9:00 P.M. President O’Keefe announced the Board had taken no reportable actions.

VIII. Approval of Checks

A. Checks for May 6, 2021 - Fund No. 3418 & 3423

MOTION: Merrill, seconded by Christian-Smith, to approve the payment of the bills, Check Nos. 27077 through 27088 in the amount of \$43,855.31

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

IX. Future Agenda Items

May 20, 2021

CLOSED SESSION – Manager Performance Evaluation
 CLOSED SESSION – Conference with Labor Negotiator
 Connection Charge Review
 Draft Budget
 +CSTAC Facilitation Agreement (*Humphrey*)

June 3, 2021

Draft Budget
 Review Directors Meeting Compensation
 District Working Capital and Reserve Policy
 Approve Project Plans and Specifications (+CEQA)
 CASA Conference
 Diversity, Equity, and Inclusion

X. Adjournment

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The meeting was adjourned at 9:05 P.M. The next regular meeting of the District Board of Directors will be held on Thursday, May 20, 2020 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary