

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF FEBRUARY 16, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** MINUTES *****

I. Call To Order: President Christian-Smith called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Beach, Gilbert-Snyder*, Merrill, O’Keefe*,
Christian-Smith
Absent: None
Others Present: Rex Delizo, District Manager
Shandyn Pierce, Office of District Counsel*
Kristopher Kokotaylo, District Counsel*
**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 Minutes of February 2, 2023 Board Meeting

MOTION: By Merrill, seconded by Beach, to approve the minutes of the February 2, 2023 Board Meeting, as amended

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

V. Communications

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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

There were no reports.

B. Written Communications

1. LETTER - Contra Costa County Civil Grand Jury Orientation Guest Speaker Invitation

2. EMAIL - Special Districts Roundtable w/Asm. Buffy Wicks

The Board received the communications.

VI. Reports of Staff and Officers

A. Attorney's Report:

Pierce reported on the requirements and procedures to hold remote public meetings under AB 2449.

B. Manager's Report:

1. Monthly Maintenance Summary Report

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported no payments were made in January.

3. Form 700 Statement of Economic Interest/Conflict of Interest

The Manager reminded the Board to file their Form 700s by the April 3rd deadline.

4. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming CASA conference dates.

5. California Special Districts Association (CSDA)

The Manager reported on the upcoming CSDA conference date.

VII. Business

A. Long Range Planning Draft Agenda

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The Manager reported on the updated agenda for the long range planning workshop scheduled for Saturday, March 4, 2023.

B. Consider the Need and Ability to Conduct Meetings Remotely Pursuant to AB 361

Due to the COVID State of Emergency ending on February 28, 2023, the Board, by taking no further action, decided to proceed without adopting a resolution to continue meeting remotely pursuant to Assembly Bill 361. Staff will monitor the statewide State of Emergency and, if circumstances change, advise the Board and seek further direction.

VIII. Monthly Financial Statements

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating, Statement
- C. Investment Options

The financial statements were reviewed by the Board. The Board asked staff to provide a more detailed proposal to ladder CDs and government bonds up to \$2M for the Board to consider at a future Board Meeting.

IX. Approval of Checks

- A. Checks for February 16, 2021 – Fund No. 3418 & 3423.

MOTION: By Gilbert-Snyder, seconded by Merrill, to approve the payment of the bills, Check Nos. 28047 through 28067 in the amount of \$56,601.71

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

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X. Future Agenda Items

March 4, 2023 @9:00 AM

Long Range Planning Workshop

March 16, 2023

California Employer's Retiree Benefit Trust (CERBT) Contributions

Action Plan

Consent Decree Quarterly Report

CASA Conference – Attendee Reports

Form 700

CLOSED SESSION

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board entered into closed session at 7:56 P.M. and returned to open session at 8:23 P.M. President Christian-Smith announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 8:28 P.M. The next meeting of the Stege Sanitary District Board of Directors will be the Long Range Planning Workshop held on Saturday, March 4, 2023 at 9:00 A.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary