

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF FEBRUARY 15, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** MINUTES *****

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

II. Roll Call: Present: Beach, Christian-Smith, Merrill, O’Keefe, Gilbert-Snyder
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel
 Kary Richardson, Administrative Supervisor
 Alison Lechowicz, Consultant

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.

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

VII. Business

A. Sewer Rate and Connection Charge Study

The Board considered and discussed the Sewer Rate and Connection Charge Study presentation with Alison Lechowicz of Lechowicz & Tseng Municipal Consultants. Lechowicz will incorporate the Board’s decisions and return with a draft study.

MOTION: By Merrill, seconded by Beach, to approve Districtwide Capacity Fee Option 2, which is the lower cost option of \$96.28 per fixture unit

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

MOTION: By Christian-Smith, seconded by O’Keefe, to approve finalizing the Sewer Rate and Connection Charge Study

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

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

IV. Approval of Minutes

A. Approval of Minutes of February 1, 2024 Board Meeting

MOTION: By Merrill, seconded by Christian-Smith, to approve the minutes of the February 1, 2024 Board Meeting, as amended

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

V. Communications

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A. Oral/Written Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
Gilbert-Smyder briefly reported on EBMUD's Wildcat Pipeline Improvement installation at the intersection of Richmond St. and Stockton Ave. There were no other reports.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported on the Supreme Court case of Sheetz v. County of El Dorado in which the Court is considering whether traffic impact mitigation fees violate the Takings Clause of the Constitution.

B. Committee Report:

There were no reports.

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 1st 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. Sewer Rate and Connection Charge Study

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

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B. Resolution No. 2233-0224 Authorizing the District Manager to Award a Contract to GSW Construction for Canon Pump Station Rehabilitation Project No. 23202

The Board reviewed and approved the resolution awarding the contract to the lowest responsible, responsive bidder, GSW Construction.

MOTION: By Merrill, seconded by Christian-Smith, to approve Resolution 2233-0224 Authorizing the District Manager to Award the Base Bid Contract to GSW Construction for Canon Pump Station Rehabilitation Project No. 23202

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

C. Resolution No. 2234-0224 Making Findings and Directing Filing of Notice of Exemption, Pursuant to California Environmental Quality Act (CEQA), Canon Pump Station Rehabilitation Project No. 23202

The Board reviewed the staff’s findings that this project is exempt from further assessment since it is the replacement of existing utility structures where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.

MOTION: By Christian-Smith, seconded by O’Keefe, to approve of Resolution No. 2233-0224 Making Findings and Directing Filing of Notice of Exemption, Pursuant to California Environmental Quality Act (CEQA), Canon Pump Station Rehabilitation Project No. 23202

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

D. Long Range Planning Draft Agenda

The Manager reported on the agenda for the upcoming long range planning workshop scheduled for Saturday, March 2, 2024.

VIII. Monthly Financial Statements

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating, Statement

The financial statements were reviewed by the Board.

IX. Approval of Checks

A. Checks for February 15, 2024 – Fund No. 3418 & 3423.

MOTION: By O’Keefe, seconded by Beach, to approve the payment of the bills, Check Nos. 28554 through 28577 in the amount of \$104,676.49

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

X. Future Agenda Items

March 2, 2024 @9:00 AM

Long Range Planning Workshop

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March 21, 2024

California Employer's Retiree Benefit Trust (CERBT) Contributions
Action Plan
Board Training Summary
Consent Decree Quarterly Report
CASA Conference – Attendee Reports
Form 700
+Sewer Rate and Connection Charge Study

CLOSED SESSION

Public Employment Appointment

Gov. Code § 54957

Title: District Counsel

The Board entered into closed session at 8:38 P.M. and returned to open session at 8:55 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 8:55 P.M. The next meeting of the Stege Sanitary District Board of Directors will be the Long Range Planning Workshop held on Saturday, March 2, 2024 at 9:00 A.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary