

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF JULY 28, 2016  
TIME OF MEETING: 7:00 P.M.

\*\*\*\*\*MINUTES\*\*\*\*\*

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

**II. Roll Call:** Present: Gilbert-Snyder, James, Merrill, Miller  
Absent: O'Keefe (gave prior notice)  
Others Present: Rex Delizo, District Manager  
Ben Reyes, District Counsel

**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**

**Conference with Legal Counsel - Anticipated Litigation**

Gov. Code § 54956.9(d)(2) or (d)(3)

Number of Potential Cases: 4

**Conference with Labor Negotiator**

Gov. Code § 54957.6

Unrepresented employee: District Manager

The Board entered into the closed session at 7:03 P.M. and returned to open session at 7:46 P.M. President Miller announced that the actions taken will be reported in Item VII. D. later in the agenda.

**IV. Approval of Minutes**

A. Approval of July 14, 2016 Board Meeting Minutes

MOTION: By Merrill, seconded by Gilbert-Snyder, to approve the minutes of the July 14, 2016 Board Meeting, as corrected

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

**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

James gave a report on his attendance at 1 of 2 Kensington ad-hoc committee meetings. Miller gave reports on his attendance at a Contra Costa Special District Association (CSDA) meeting held on July 18, 2016, a Central Contra Costa Sanitary District (CCCSD) meeting held on July 21, 2016, and a lunch meeting with District Counsel, Ben Reyes.

**B. Written Communications**

1. KIDS for the BAY Watershed Action Program Final Report

The Board reviewed the report and asked staff to invite a representative from the Kids for the Bay to report on the program and answer questions at a future meeting.

2. East Bay News Editorial: CalPERS has to stop digging deeper hole

3. Borenstein: CalPERS running up record pension debt on your credit card

The Board reviewed both the editorial and article regarding CalPERS and asked staff to continue to monitor the situation for further developments.

**VI. Reports of Staff and Officers**

**A. Attorney's Report:**

Reyes reported on CA Assembly Bill 2835 that would require public agencies to hold collective bargaining orientation meetings for new and existing employees and require 30 minutes within the first hour of the orientation for unions to talk to members.

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B. Manager's Report:

1. Monthly Maintenance Summary Report – June 2016

The Manager reported on last month's maintenance activities to the Board with no significant issues.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported that there were no replacement or repair invoices paid in June.

3. Reimbursement Report per Government Code 53065.5

The Manager reported on reimbursements paid by the District within the preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received as required by California Government Code Section 53065.5. The information will be made available on the District website for public inspection.

4. August 10-12, 2016 California Association of Sanitation Agencies (CASA) Conference

The Manager confirmed each Director's plans to attend the conference.

**VII. Business**

A. Resolution No. 2066-0716 Accepting Report on Sewer Service Charges and Electing to Collect Certain Sewer Service Charges on the Tax Roll

The Board approved the resolution for use of the tax roll as the means of collecting sewer service charges.

MOTION: By James, seconded by Gilbert-Snyder, to approve Resolution No. 2066-0716 Accepting Report on Sewer Service Charges and Electing to Collect Certain Sewer Service Charges on the Tax Roll

VOTE: AYES: Gilbert-Snyder, James, Merrill, Miller

NOES: None

ABSTAIN: None

ABSENT: O'Keefe

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B. Resolution No. 2067-0716 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 15201

The Board approved the resolution. The 5% retention for the Standard Sewer Rehabilitation Project No. 14201, which was withheld as security for satisfactory fulfillment of work, shall be released no earlier than 60 days after the notice of completion is filed.

MOTION: By James, seconded by Gilbert-Snyder, to approve the Resolution No. 2067-0716 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 15201

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

C. Resolution 2068-0716 Revising Resolution No. 1928-0508, Establishing the Investment Policy of the Stege Sanitary District

The Board reviewed and approved the revised investment policy resolution which moved 4 of the findings and determinations to the resolved portion of the resolution.

MOTION: By Gilbert-Snyder, seconded by James, to approve Revising Resolution No. 1928-0508, Establishing the Investment Policy of the Stege Sanitary District, as corrected

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

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D. Resolution 2069-0716 Establishing Salary of the District Manager/Engineer

The Board President, acting as the appointed negotiator, announced the terms of compensation and employment benefits negotiated with the District Manager/Engineer for fiscal year 2016-17. The District Manager/Engineer's base annual compensation shall increase to \$180,000 and a cash out of accrued vacation leave shall increase to twelve (12) days per year. The District will also match voluntary deferred compensation contributions an additional \$120 per month on top of the regular full-time employee allowance. A resolution declaring these terms will be prepared by staff for consideration by the Board at a future Board meeting.

E. Approval of Amended and Restated Consulting Services Agreement Between the Stege Sanitary District on Behalf of the Seven Collection Agencies Discharging to the East Bay Municipal Utility District and Humphrey Consulting

The Board reviewed and approved the amended and restated agreement with Humphrey Consulting on behalf of the Seven Collection Agencies Discharging to the East Bay Municipal Utility District (EBMUD) which extends the contract up to June 30, 2017.

MOTION: By Merrill, seconded by James, to approve Amended and Restated Consulting Services Agreement Between the Stege Sanitary District on Behalf of the Seven Collection Agencies Discharging to the East Bay Municipal Utility District and Humphrey Consulting

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

**VIII. Financial Statements – June 2016**

A. Monthly Investment, Cash, Receivables Report, June 2016

## STEGE SANITARY DISTRICT BOARD OF DIRECTORS

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B. Monthly Operating Statements, June 2016C. Local Agency Investment Fund (LAIF) Quarterly Statement

The Board reviewed the financial statements with no significant issues.

**IX. Approval of Checks**A. Checks for July 28, 2016 - Fund No. 3418 & 3423

MOTION: By Gilbert-Snyder, seconded by James, to pay the bills, Check No. 24470 through 24494 in the amount of \$65,568.04

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

**X. Future Agenda Items****August 18, 2016**

CASA Conference Attendee Reports

CSDA Conference

Quarterly (FY End) Financial Statements

San Pablo Ave. Future Capacity Update

Connection Charge Report per Gov. Code 66013

**September 8, 2016**

CSDA Conference

Strategic Planning

**XI. Adjournment**

The meeting was adjourned at 9:03 P.M. The next meeting of the District Board of Directors will be held on Thursday, August 18, 2016 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary