

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF SEPTEMBER 27, 2018
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** **MINUTES** *****

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

II. Roll Call: Present: Gilbert-Snyder, James, Miller, O'Keefe, Merrill
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, 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

Liability Claims

Gov. Code § 54956.95

Claimant: Lee

Agency Claimed Against: Stege Sanitary District

The Board entered into closed session at 7:01 P.M. and returned to open session at 7:05 P.M. President Merrill announced the Board had taken no reportable actions.

IV. Approval of September 13, 2018 Board Meeting Minutes

MOTION: By O'Keefe, seconded by Gilbert-Snyder, to approve the minutes of the September 13, 2018 Board Meeting, as amended

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

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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

Miller gave a report on his attendance at a recent El Cerrito City Council Meeting. James reported on an upcoming Kensington Improvement Club (KIC) community meeting.

2. Written Communications

There were no written communication items to consider.

VI. Reports of Staff and Officers

A. Attorney's Report

Kokotaylo provided the Board a "cheat sheet" for the Sturgis Parliamentary Procedure. He then offered to provide a political campaign measure memorandum to help outline the proper use of District funds. The Board thought it was a good idea and asked to have it added to a future board meeting agenda.

B. Manager's Report

1. Monthly Maintenance Summary Report – August 2018

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported no invoices were paid in August.

3. Consent Decree Quarterly Report

The Manager reported the District continues to be on track to achieve all the Consent Decree annual requirements.

VII. Business

- A. Resolution No. 2107-0918 Authorizing the Purchase of a Combination Water Jetting and Vacuum System Sewer Cleaning Truck

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The Board reviewed and approved the purchase of a Combination Water Jetting and Vacuum System Sewer Cleaning Truck.

MOTION: By James, seconded by Gilbert-Snyder, to approve Resolution No. 2107-0918 Authorizing the Purchase of a Combination Water Jetting and Vacuum System Sewer Cleaning Truck

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

B. Resolution No. 2108-0918 Authorizing Approval of the Defendants' Side Agreement to Facilitate Consent Decree Compliance

The Board reviewed and approved the Defendants' Side Agreement to Facilitate Consent Decree Compliance.

MOTION: By James, seconded by O'Keefe, to approve Resolution No. 2108-0918 Authorizing Approval of the Defendants' Side Agreement to Facilitate Consent Decree Compliance

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

C. Resolution No. 2109-0918 Authorizing Approval of the Joint Exercise of Powers Agreement (JPA) Establishing and Governing Operation of the Collection System Technical Advisory Committee (CSTAC)

The Board reviewed and approved the new Joint Exercise of Powers Agreement (JPA) establishing and governing operation of the Collection System Technical Advisory Committee (CSTAC).

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MOTION: By Miller, seconded by Gilbert-Snyder, to approve Resolution No. 2109-0918 Authorizing Approval of the Joint Exercise of Powers Agreement (JPA) Establishing and Governing Operation of the Collection System Technical Advisory Committee (CSTAC).

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

D. Resolution No. 2110-0918 Authorizing Approval of the Statement of Roles and Responsibilities Between the Stege Sanitary District and the East Bay Municipal Utility District for Implementation of the Regional Private Sewer Lateral Program

The Board reviewed and approved the statement of roles and responsibilities between the Stege Sanitary District and the East Bay Municipal Utility District for implementation of the Regional Private Sewer Lateral Program with one amendment.

MOTION: By James, seconded by Gilbert-Snyder, to approve Resolution No. 2110-0918 Authorizing Approval of the Statement of Roles and Responsibilities between the Stege Sanitary District and the East Bay Municipal Utility District for Implementation of the Regional Private Sewer Lateral Program with an amendment to SECTION 7. INSURANCE that includes equivalent insurance requirements for the East Bay Municipal Utility District

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

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E. Flexible Benefit Plan Contribution Review

The Board reviewed and discussed the upcoming health care premiums rates for 2019 and decided to keep both the flexible benefits plan amount of \$1866 and the flexible benefits plan cash out amount of \$1000 unchanged.

MOTION: By O'Keefe, seconded by Gilbert-Snyder, to keep both the flexible benefits plan amount of \$1866 and the flexible benefits plan cash out amount of \$1000 unchanged

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

F. Deferred Compensation Matching Contribution Review

The Board discussed the deferred compensation matching contribution benefit and decided to take no action.

G. Cancellation of the October 11, 2018 Regular Board Meeting

The Board agreed to cancel the upcoming regular Board meeting on October 11, 2018 since there are no timely agenda items to consider.

MOTION: By James, seconded by Gilbert-Snyder, to approve the cancellation of the October 11, 2018 regular Board Meeting and have staff post a Notice of Meeting Cancellation on the District website and bulletin board outside the District office

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

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VIII. Monthly Financial Statements - August 2018

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

The financial items were reviewed by the Board with no significant issues.

IX. Approval of Checks

- A. Checks for September 27, 2018 - Fund No. 3418 & 3423

MOTION: By James, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 25718 through 25745 in the amount of \$348,166.02

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

X. Future Agenda Items

October 11, 2018

(Meeting cancelled)

October 25, 2018

CLOSED SESSION –Quarterly Claims Report

Quarterly Financial Statements

Regional PSL Program Update

Regional FOG Program Update

Self-Assessment of Governance Questions Review

Reimbursement Report per Government Code 53065.5

XI. Adjournment

The meeting was adjourned at 8:46 P.M. The meeting scheduled for Thursday, October 11, 2018 has been cancelled. The next meeting of the District Board of

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Directors will be held on Thursday, October 25, 2018 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary