

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF NOVEMBER 8, 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
 Eric Casher, Office of the 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.

IV. Approval of Minutes

A. Approval of October 25, 2018 Board Meeting Minutes

MOTION: By Miller, seconded by O'Keefe, to approve the minutes of the October 25, 2018 Board Meeting, as amended

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

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

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Miller reported that he provided staff information from the El Cerrito City Manager's Blog regarding several upcoming San Pablo Avenue Specific Plan projects.

2. Written Communications

There were no written communications to consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Eric Casher of the Office of the District Counsel reported on Government Code Section 1090 which prohibits conflicts of interest in public contracting.

B. Manager's Report:

1. Monthly Maintenance Summary Report – October 2018

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported no invoices were paid in October.

3. Proposed Meeting Calendar

The Manager reported on the proposed meeting calendar for 2019.

4. Board Officer Succession Plan

The Manager reported on the projected succession plan for the president and vice president positions.

5. Holiday Luncheon – Thursday, December 13, 2018 @Noon

The Manager reported on the upcoming annual holiday luncheon.

6. 2019 California Association of Sanitation Agencies (CASA) Conference

The Manager reported on the upcoming 2019 CASA conferences.

VII. Business

A. Resolution No. 2113-1118 Amending the Board Governance Manual of the Stege Sanitary District, SECTION 19: District Elections Policy

The Board discussed and approved the adoption of a resolution to amend the Board Governance Manual to be consistent with the California Elections Code.

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MOTION: By Gilbert-Snyder, seconded by O'Keefe, to approve Resolution No. 2113-1118 Amending the Board Governance Manual of the Stege Sanitary District, SECTION 19: District Elections Policy

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

B. Recycled Water Presentation

Director Gilbert-Snyder gave a presentation to the Board on the status of EBMUD's recycled water program.

VIII. Monthly Financial Statements – October 2017

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 November 8, 2018 - Fund No. 3418 & 3423

MOTION: By Miller, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 25785 through 25816 in the amount of \$147,198.94

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

X. Future Agenda Items

December 13, 2018 – 2:00 PM

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Nomination & Election of Officers

Fiscal Year Financial Audit

CASA Conference

Meeting Calendar

Consent Decree Quarterly Report

*Resolution Certifying Election Results***January 17, 2019**

Board Governance Manual Review

Long Range Planning Workshop Agenda

CASA Conference

Board Training Summary

Director's Contact Info

XI. Adjournment

The meeting was adjourned at 8:37 P.M. in honor of Jay Z. James' for his distinguished and exemplary public service of more than 32 years as a member of the Board of Directors. The next meeting of the District Board of Directors will be held on Thursday, December 13, 2018 at **2:00 P.M.** at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary