

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 17, 2019
 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: Christian-Smith, Merrill, Miller, O’Keefe, Gilbert-Snyder
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kary Richardson, Administrative Supervisor
 Alison Lechowicz, Lechowicz & Tseng Municipal Consultants

Agenda Items: Directors and Officers of the Board did not announce any conflicts of interest posed by items on the meeting agenda.

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 reviewed and discussed several items that will be covered in the upcoming Sewer Rate and Connection Charge Study with Alison Lechowicz of Lechowicz & Tseng Municipal Consultants.

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

III. Public Comment: There was no public comment.

IV. Approval of Minutes

A. Approval of December 13, 2018 Board Meeting Minutes

MOTION: By Christian-Smith, seconded by O’Keefe, to approve the minutes of the December 13, 2018 Board Meeting

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VOTE: AYES: Christian-Smith, Merrill, Miller, O'Keefe, Gilbert-Snyder
 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

Miller gave a report on recent City of El Cerrito staff changes.

B. Written Communications

There were no written communications to consider.

VI. Reports of Staff and Officers

A. Manager's Report

1. Director's Contact Info
The Directors confirmed their contact information.
2. Board of Directors' Training
The Manager reported on the Directors' training deadlines.
3. California Association of Sanitation Agencies (CASA)
The Manager reported on the upcoming CASA conferences.

MOTION: By Miller, seconded by O'Keefe, to approve the District's payment of Director Merrill's registration for the CASA Washington D.C. Conference in February 27, 2019

VOTE: AYES: Christian-Smith, Merrill, Miller, O'Keefe, Gilbert-Snyder
 NOES: None

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ABSTAIN: None

ABSENT: None

VIII. Business

A. Sewer Rate and Connection Charge Study

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

B. Long Range Planning Draft Agenda

The Board reviewed and discussed the draft agenda for the long range planning workshop scheduled for Saturday, March 9, 2019.

C. Board Governance Policy Manual Review

The Board conducted their annual review of the Board Governance Policy Manual, tabled the additions suggested by staff, and made some minor amendments. The Board asked staff to bring the revised manual back for consideration at a future Board meeting.

VIII. Approval of Checks

A. Checks for January 17, 2019 - Fund No. 3418 & 3423

MOTION: By O'Keefe, seconded by Christian-Smith, to pay the bills, Check Nos. 25865 through 25897 in the amount of \$103,887.19

VOTE: AYES: Christian-Smith, Merrill, Miller, O'Keefe, Gilbert-Snyder

NOES: None

ABSTAIN: None

ABSENT: None

X. Future Agenda Items

January 31, 2019

CLOSED SESSION – Quarterly Claims Report

CLOSED SESSION – Manager Performance Evaluation

Resolution for Disposal of Surplus Property

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Long Range Planning Workshop Agenda
CASA Conference – Director’s Reports

February 14, 2019

Long Range Planning Workshop Agenda
CASA Conference
Board Training Summary
Form 700
Board Governance Policy Manual

XI. Adjournment

The meeting was adjourned at 10:02 P.M. The next meeting of the District Board of Directors is a scheduled to be held on January 31, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary