

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF FEBRUARY 28, 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, Miller, O’Keefe, Gilbert-Snyder  
 Absent: Merrill (gave prior notice)  
 Others Present: Rex Delizo, District Manager  
 Eric Casher, Office of District Counsel  
 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 for the upcoming Sewer Rate and Connection Charge Study with Alison Lechowicz of Lechowicz & Tseng Municipal Consultants. The Board asked to have some clarifications brought back at a future Board meeting.

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

**III. Public Comment:** There was no public comment.

**CLOSED SESSION**

**Liability Claims**

Gov. Code § 54956.95

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Claimant: Hsiao

Agency Claimed Against: Stege Sanitary District

The Board entered into the closed session at 8:54 P.M. and returned to open session at 8:56 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions.

**IV. Approval of Minutes**

A. Approval of Minutes of February 14, 2019 Board Meeting

MOTION: By Christian-Smith, seconded by Miller, to approve the minutes of the February 14, 2019 Board Meeting

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

**V. Communications**

A. Oral Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

Miller gave a report on his attendance at the City of El Cerrito City Council Meeting held on February 19, 2019.

B. Written Communications

There were no written communications to consider.

**VI. Reports of Staff and Officers**

A. Attorney’s Report:

There was no attorney’s report to consider.

B. Manager’s Report:

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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 on the payments made in January.
3. Form 700 Statement of Economic Interest/Conflict of Interest  
The Manager reminded the Board to file their Form 700s.
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 dates.
6. Special District Leadership Academy (SDLA) Conference  
The Manager reported on the upcoming SDLA conference dates.

**VII. 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 the agenda for the long range planning workshop scheduled for Saturday, March 9, 2019.

**VIII. Monthly Financial Statements – January 2019**

- A. Monthly Investment, Cash, Receivables Report, January 2019
- B. Monthly Operating, Statement, January 2019  
The financial statements were reviewed by the Board.

**IX. Approval of Checks**

1. Checks for February 2019 – Fund No. 3418 & 3423.

MOTION: By Miller, seconded by O'Keefe, to approve the payment of the bills, Check Nos. 25944 through 25951 in the amount of \$706,301.47

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

**X. Future Agenda Items**

**March 9, 2019 @ 9:00 AM**

Long Range Planning Workshop

**March 21, 2019**

California Employer’s Retiree Benefit Trust (CERBT) Contributions

Consent Decree Quarterly Report

Board Training Summary

**XI. Adjournment**

The meeting was adjourned at 9:21 P.M. The next meeting of the Stege Sanitary District Board of Directors will be the Long Range Planning Workshop held on Saturday, March 9, 2019 at 9:00 A.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.

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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary