

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF APRIL 25, 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 (by teleconference until arrival at 7:25 P.M.), Merrill, Miller, O’Keefe, Gilbert-Snyder
 Absent: None
 Others Present: Rex Delizo, District Manager
 Eric Casher, Office of District Counsel
 Kary Richardson, Administrative Supervisor
 Tia Lebherz, California Water Efficiency Partnership
 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.

III. Public Comment: O’Keefe commented on the list of procedures that the public is asked to follow when participating in a City of Richmond Rent Board Meeting and provided a copy for staff’s consideration.

Item VII.A was taken out of order at this time in the meeting.

VII. Business

A. Public Outreach Presentation

The Board received a presentation on Public Outreach from Tia Lebherz, Director of Outreach & Special Projects at California Water Efficiency Partnership.

Item VII.B was taken out of order at this time in the meeting.

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VII. Business

B. Sewer Rate and Connection Charge Study

The Board approved both the rate study and connection charge study as presented by Lechowicz & Tseng Municipal Consultants.

MOTION: By Merrill, seconded by Christian-Smith, to approve the Stege Sanitary District Sewer Rate Study, as amended

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

MOTION: By Christian-Smith, seconded by O'Keefe, to approve the Stege Sanitary District Connection Charge and SPASPA Impact Fee Study, as amended

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

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

CLOSED SESSION

Liability Claims

Gov. Code § 54956.95

Claimant: Engel

Agency Claimed Against: Stege Sanitary District

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Liability Claims

Gov. Code § 54956.95

Claimant: Elsbury

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Pierce

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Yam

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Lee

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Hsiao

Agency Claimed Against: Stege Sanitary District

The Board entered into closed session at 10:15 P.M. and returned to open session at 10:23 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions

IV. Approval of Minutes

A. Approval of April 11, 2019 Board Meeting Minutes

MOTION: By O'Keefe, seconded by Miller, to approve the minutes of the April 11, 2019 Board Meeting, as corrected

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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 provided reports on his attendance at the Contra Costa Special District Meeting held on April 15, El Cerrito City Council Meeting held on April 16, and El Cerrito Planning Commission Meeting held on April 17.

B. Written Communications

1. East Bay Municipal Utility District (EBMUD) Notice of Public Hearing – June 11, 2019
 The Board reviewed the notice.

Info:

VI. Reports of Staff and Officers

A. Attorney’s Report

Casher gave a brief update on Government Code Section 1090 which prohibits conflicts of interest in public contracting.

B. Manager’s Report

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 repair invoice paid in March.
3. San Pablo Avenue Specific Plan Impact Fee Status Report

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The Manager reported on the status of the impact fee.

4. Employee Benefits

The Manager reported on discussions with staff regarding employee benefits.

5. Draft Budget

The Manager reported on the first draft of the budget.

6. 4th of July Fair

The Manager reported on the planning for the upcoming fair.

7. Consent Decree Side Agreement and JPA Update

The Manager reported that the Collection System Technical Advisory Committee (CSTAC) Joint Exercise of Powers Agreement was signed and officially executed by 6 of the 8 agencies on 4/17/2019.

VII. Business

A. Public Outreach Presentation

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

B. Sewer Rate and Connection Charge Study

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

VIII. Financial Statements – March 2019

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement, March 2018

C. Monthly Cash on Hand vs. Target Reserves

D. California Employers' Retiree Benefit Trust (CERBT) Quarterly Statement

E. Local Agency Investment Fund (LAIF) Quarterly Statement

The financial items were reviewed by the Board.

IX. Approval of Checks

A. Checks for April 25, 2019 - Fund No. 3418 & 3423

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MOTION: By Miller, seconded by Christian-Smith, to pay the bills,
 Check Nos. 26032 through 26057 in the amount of \$76,280.50

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

X. Future Agenda Items

May 9, 2019

Board Training Summary

Draft Budget

July 4th Fair Discussion

May 23, 2019

CLOSED SESSION – District Counsel Performance Evaluation

Draft Budget

July 4th Fair Discussion

XI. Adjournment

The meeting was adjourned at 11:04 P.M. The next meeting of the District Board of Directors will be held on Thursday, May 9, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
 STEGE SANITARY DISTRICT
 Secretary