

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 9, 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
 Dennis Wright, Maintenance Superintendent (Item VI.A only)

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.

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

VI. Reports of Staff and Officers

A. Maintenance Superintendent Report

1. Burlingame Pump Station (verbal)

Maintenance Superintendent, Dennis Wright, gave an account of the issues recently experienced at the Burlingame Pump Station.

2. Emergency Response - Board Training (verbal)

Wright gave emergency response training to the Board.

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

IV. Approval of Minutes

A. Approval of April 25, 2019 Board Meeting Minutes

MOTION: By Merrill, seconded by Miller, to approve the minutes of the April 25, 2019 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 his attendance at the El Cerrito City Council Meeting held on May 7, 2019.

B. Written Communications

There were no written communication items to consider.

VI. Reports of Staff and Officers

A. Maintenance Superintendent Report

1. Burlingame Pump Station (verbal)

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

2. Emergency Response - Board Training (verbal)

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

B. Manager’s Report

1. Draft Budget FY 2019-2020

The Manager reported on the latest draft of the budget.

2. 4th of July Fair Discussion

The Manager reported on the plans for the upcoming fair.

3. Board Training Summary

The Manager reported on the updated Board training deadlines.

4. Employee Benefits – Vacation

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The Manager reported on proposed additions to the employees' vacation benefits and will bring a resolution back for consideration at a future Board meeting.

5. Sub Area N report

The Manager reported on a draft report on the replacement work completed in Sub Area "N" back in 1986.

VII. Business

A. Comparable Agencies

The Board reviewed, discussed and decided to add Rodeo Sanitary District to the agencies considered comparable to the District for salary and benefit comparison purposes.

VIII. Approval of Checks

A. Checks for May 2019 - Fund No. 3418 & 3423

MOTION: Merrill, seconded by O'Keefe, to approve the payment of the bills, Check Nos. 26058 through 26078 in the amount of \$74,189.79

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

NOES: None

ABSTAIN: None

ABSENT: None

IX. Future Agenda Items

May 23, 2019

Special Meeting @5PM Meyers Nave AB1661 Harassment Prevention Training

Draft Budget

July 4th Fair Discussion

June 13, 2019

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Draft Budget

Review Directors Meeting Compensation

July 4th Fair Discussion

Approve Salary Ranges for District Positions

X. Adjournment

The meeting was adjourned at 9:14 P.M. The next regular meeting of the District Board of Directors will be held on Thursday, May 23, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California. A special meeting is scheduled at 5:00 P.M., before the regular meeting, for Board Member AB1661 Harassment Prevention Training.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary