

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 23, 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 7:05 P.M.

II. Roll Call: Present: Christian-Smith, Merrill, Miller, O’Keefe, Gilbert-Snyder
 Absent: None
 Others Present: Rex Delizo, District Manager
 Eric Casher, Assistant 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.

CLOSED SESSION

Liability Claims

Gov. Code § 54956.95

Claimant: Anderson

Agency Claimed Against: Stege Sanitary District

The Board entered into closed session at 7:05 P.M. and returned to open session at 7:23 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions.

IV. Approval of Minutes

A. Approval of May 9, 2019 Board Meeting Minutes

MOTION: By O’Keefe, seconded by Christian-Smith, to approve the minutes of the May 9, 2019 Board Meeting

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

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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

O'Keefe gave a report on her attendance at a networking lunch given by EBMUD Director Lesa McIntosh. Miller gave a report on his attendance at an El Cerrito Chamber of Commerce Meeting held on May 21st.

B. Written Communications

There were no written communication items to consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Casher reported on an update to AB-1141 Political Reform Act of 1974 regarding misuse of funds.

B. Manager's Report

1. Monthly Maintenance Summary Report

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on the repair invoice paid in April.

3. Safety and Recognition Awards Luncheon – 6/12/2019

The Manager reminded the Board about the upcoming luncheon.

4. 4th of July Fair

The Manager reported on plans for the upcoming fair.

5. Draft Budget FY 2019-2020

The Manager reported on the updated draft budget.

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VII. Business

A. Resolution No. 2118-0519 Amending the Employee Personnel Policies of the Stege Sanitary District Article IV, Section 2. Vacation

The Board discussed and approved the resolution providing additional vacation benefit options and allowances for employees.

MOTION: By Miller, seconded by Christian-Smith, to approve Resolution No. 2118-0519 Amending the Employee Personnel Policies of the Stege Sanitary District Article IV, Section 2. Vacation

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

B. Resolution No. 2119-0519 Establishing Salary Ranges of Maintenance, Technical and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2019

The Board discussed and approved the resolution updating the salary ranges for employees based on the latest April CPI-W figures.

MOTION: By Merrill, seconded by O'Keefe, to approve Resolution No. 2119-0519 Establishing Salary Ranges of Maintenance, Technical and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2019

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

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C. Approval of the Consulting Services Agreement Between the Stege Sanitary District on Behalf of the Collection System Technical Advisory Committee (CSTAC) and Humphrey Consulting

The Board discussed and approved the Consulting Services Agreement with Humphrey Consulting (Doug Humphrey) for professional services on behalf of Collection System Technical Advisory Committee (CSTAC).

MOTION: By Merrill, seconded by O'Keefe, to approve the Consulting Services Agreement Between the Stege Sanitary District on Behalf of the Collection System Technical Advisory Committee (CSTAC) and Humphrey Consulting, as corrected

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

VIII. Financial Statements – May 2019

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

The financial items were reviewed by the Board.

IX. Approval of Checks

A. Checks for May 23, 2019- Fund No. 3418 & 3423

MOTION: By Christian-Smith, seconded by Merrill, to pay the bills, Check Nos. 26079 through 26102 in the amount of \$52,649.04.

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

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ABSTAIN: None

ABSENT: None

X. Future Agenda Items

June 13, 2019

Draft Budget

Review Directors Meeting Compensation

July 4th Fair Discussion

June 27, 2019

CLOSED SESSION –Manager Performance Evaluation

Approve and Adopt Final Budget

Ordinance – Directors Meeting Compensation

Review and Approve Incentive Award

Adopt Employee Incentive Award Goals & Objectives

District Reserve Policy

July 4th Fair Discussion

Consent Decree Quarterly Report

Public Hearing – Service Rate Increase, Connection Fee, and SPASPA Impact Fee

XI. Adjournment

The meeting was adjourned at 9:04 P.M. The next meeting of the District Board of Directors will be held on Thursday, June 13, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary