

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF OCTOBER 24, 2019  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

\*\*\*\*\*MINUTES\*\*\*\*\*

- I. Call To Order:** Vice President Miller called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith, Merrill, Miller, O'Keefe  
 Absent: Gilbert-Snyder (gave prior notice)  
 Others Present: Rex Delizo, District Manager  
 Eric Casher, Assistant District Counsel  
 Thomas Mumley, San Francisco Bay Regional  
 Water Quality Control Board (Item VII.C Only)

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

**VII. Business**

- C. Thomas Mumley, San Francisco Bay Regional Water Quality Control Board  
 The Board had an informal discussion with the Assistant Executive Officer of the San Francisco Bay Regional Water Quality Control Board regarding his thoughts and expectations moving forward.

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

**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: Vollmer

Agency Claimed Against: Stege Sanitary District

**Liability Claims**

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Gov. Code § 54956.95

Claimant: Elsbury

Agency Claimed Against: Stege Sanitary District

**Liability Claims**

Gov. Code § 54956.95

Claimant: Anderson

Agency Claimed Against: Stege Sanitary District

**Liability Claims**

Gov. Code § 54956.95

Claimant: Ogata

Agency Claimed Against: Stege Sanitary District

The Board entered into closed session at 7:55 P.M. and returned to open session at 8:02 P.M. Vice President Miller announced the Board had taken no reportable actions.

**IV. Approval of Minutes**

A. Approval of September 19, 2019 Board Meeting Minutes

MOTION: By Christian-Smith, seconded by Merrill, to approve the minutes of the September 19, 2019 Board Meeting

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

NOES: None

ABSTAIN: None

ABSENT: Gilbert-Snyder

**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

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Director Christian-Smith gave a report on a recent Madera Elementary School PTA Meeting. Director Miller gave a report on his attendance at two El Cerrito City Council Meetings, a Contra Costa Special Districts Association Quarterly Meeting, a Trail Trekker hike, and the 2019 Sewer and Storm Water Summit.

B. Written Communications

1. EBMUD Memo - Regional Private Sewer Lateral (PSL) Program Update - Stege Sanitary District

The Board reviewed the memo update of the EBMUD Regional PSL Program.

2. EBMUD Memo – Regional Fats, Oils, or Grease (FOG) Program Update - Stege Sanitary District

The Board reviewed the memo update of the EBMUD Regional FOG Program.

**VI. Reports of Staff and Officers**

A. Attorney's Report

Casher reported on AB 1184 regarding retention of public record e-mail.

B. Manager's Report

1. Monthly Maintenance Summary Report – September 2019

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 invoices paid in September.

3. San Pablo Avenue Specific Plan Area (SPASPA) Status Report

The Manager reported on the status of the SPASPA impact fee.

4. Draft Endeavor Newsletter – Winter 2019

The Manager reported on the draft newsletter.

5. Holiday Luncheon

The Manager reported on the upcoming annual holiday luncheon.

6. 2020 California Association of Sanitation Agencies (CASA) Conferences

The Manager reported on the upcoming CASA conferences dates for 2020.

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**VII. Business**

A. Resolution No. 2131-1019 Approving and Authorizing the Employment Agreement for District Manager/Engineer, Secretary of the Board, and Treasurer of the District

The Board approved the resolution that memorializes the Manager's existing terms of employment in a single agreement pending staff confirming certain language clarifications by District Counsel.

MOTION: By Christian-Smith, seconded by O'Keefe, to approve Resolution No. 2131-1019 Approving and Authorizing the Employment Agreement for District Manager/Engineer, Secretary of the Board, and Treasurer of the District, pending staff confirming certain language clarifications by District Counsel

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

B. Resolution No. 2132-1019 Approving and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Health Benefits Program

The Board approved the resolution which will continue dental coverage under the Special District Risk Management Authority (SDRMA) Health Benefits Program.

MOTION: By Merrill, seconded by Christian-Smith, to approve Resolution No. 2132-1019 Approving and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Health Benefits Program

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

- C. Thomas Mumley, San Francisco Bay Regional Water Quality Control Board  
 This item was taken out of order earlier in the meeting (see above).

**VIII. Monthly Financial Statements - September 2018**

- A. Monthly Investment, Cash, Receivables Report  
 B. Monthly Operating Statement  
 C. Local Agency Investment Fund (LAIF) Quarterly Statement  
 D. California Employer's Retiree Benefit Trust (CERBT) Quarterly Statement  
 The financial items were reviewed by the Board with no significant issues.

**IX. Approval of Checks**

- A. Checks for October 24, 2019 - Fund No. 3418 & 3423

MOTION: By Christian-Smith, seconded by O'Keefe, to pay the bills,  
 Check Nos. 26285 through 26333 in the amount of \$231,177.87

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

**X. Future Agenda Items**

**November 14, 2019**

Proposed Meeting Calendar  
 Board Officer Succession Plan  
 CASA Conference

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**December 12, 2019 – 2:00PM**

Fiscal Year Financial Audit  
CASA Conference  
Meeting Calendar  
Consent Decree Quarterly Report  
Nomination & Election of Officers

**XI. Adjournment**

The meeting was adjourned at 9:08 P.M. The next meeting of the District Board of Directors will be held on Thursday, November 14, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary