

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 30, 2020
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Miller called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present Christian-Smith, Gilbert-Snyder, O'Keefe, Miller
 Absent: Merrill (gave prior notice)
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel

Agenda Items: The other 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: Murdock

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Mello

Agency Claimed Against: Stege Sanitary District

Liability Claims

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

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Liability Claims

Gov. Code § 54956.95

Claimant: Vollmer

Agency Claimed Against: Stege Sanitary District

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board entered into closed session at 7:01 P.M. and returned to open session at 7:59 P.M. President Miller announced the Board had taken no reportable actions.

IV. Approval of Minutes

A. Approval of January 16, 2020 Board Meeting Minutes

MOTION: By Christian-Smith, seconded by Gilbert-Snyder, to approve the minutes of the January 16, 2020 Board Meeting

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

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

a. California Association of Sanitation Agencies (CASA) January 21-23, 2020 Winter Conference, Indian Wells, CA

In accordance with AB 1234, both Directors Merrill (in absentia) and Miller each submitted a written report on their attendance at the CASA Conference.

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b. City & Community Meetings

Miller gave a report on his attendance at the Contra Costa Special Districts Association Quarterly Meeting and El Cerrito City Council Meeting.

B. Written Communications

There were no written communications to consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported on recent cyber security news.

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 payments for several sewer replacements and repairs made in December.

3. San Pablo Avenue Specific Plan Area Status Report

The Manager reported on the status of the impact fee.

4. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming conference dates for 2020.

VII. Business

A. Resolution 2134-0120 Amending the Board Governance Manual of the Stege Sanitary District

The Board approved the resolution after making a few clarifications to the Board Governance Manual.

MOTION: By Gilbert-Snyder, seconded by O'Keefe, to approve Resolution 2134-0120 Amending the Board Governance Manual of the Stege Sanitary District

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

B. Draft Long Range Planning Agenda

The Board reviewed and made a minor change to the draft agenda for the long range planning workshop scheduled for Saturday, March 7, 2020.

VIII. Financial Statements

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Cash on Hand vs. Target Chart
- D. Local Agency Investment Fund (LAIF) Quarterly Statement
- E. California Employers' 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 January 30, 2020 - Fund No. 3418 & 3423

MOTION: By O'Keefe, seconded by Christian-Smith, to pay the bills, Check Nos. 26443 through 26464 in the amount of \$152,620.15

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

X. Future Agenda Items

February 13, 2020

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Actuarial Analysis of Retiree Health Benefits Report (even years)
Long Range Planning Workshop Agenda
Board Training Summary
CASA Conference
Form 700

March 7, 2020 @9AM

Long Range Planning Workshop

XI. Adjournment

The meeting was adjourned at 8:52 P.M. The next meeting of the District Board of Directors will be held on Thursday, February 13, 2020 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary