

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JULY 16, 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 (video-conference), Gilbert-Snyder (video-conference), Merrill, O’Keefe (tele-conference), Miller
- Absent: None
- Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, 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:** Merrill commented that he received a postcard stating PG&E Solar Choice to be a cheaper option than MCE Deep Green for electric power. Gilbert-Snyder commented that he would like to have a discussion at a future board meeting on District statements regarding social issues. There was no other public comment.

PUBLIC HEARING – ORDINANCE NO. 2139-0720 ORDINANCE APPROVING INCREASE IN DIRECTORS’ FEES

The Manager announced the public hearing was noticed in the local newspaper once a week for two successive weeks, on July 1 and July 8, 2020, in accordance with Government Code Section 6066. The Manager then gave a summary of the proposed 0.7% increase in Directors’ fees that matches the cost-of-living increase for the past year (April CPI-W). President Miller opened the public hearing at 7:13 P.M. There were no members of the public in attendance nor any comments or objections received by mail or email. President Miller closed the public hearing at 7:14 P.M. The Board then began consideration of Ordinance No. 2139-0720 that would change the Directors’ compensation rate from \$222.31 to \$223.88 per meeting day.

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MOTION: By Gilbert-Snyder, seconded by Merrill, to approve Ordinance No. 2139-0720 Approving Increase in Directors' Fees

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

PUBLIC HEARING – RESOLUTION NO. 2140-0720 ACCEPTING REPORT ON SEWER SERVICE CHARGES AND ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL

The Manager announced the public hearing was noticed in the local newspaper once a week for two successive weeks, on July 1 and July 8, 2020, in accordance with Government Code Section 6066. The Manager then presented the Board with the written report containing a description of each parcel of real property receiving sewer service, together with the amount of the charge for each parcel for the fiscal year 2020-2021 to be collected on the tax roll of Contra Costa County. President Miller opened the public hearing at 7:18 P.M. There were no members of the public in attendance nor any comments or objections received by mail or email. President Miller closed the public hearing at 7:19 P.M. The Board made final comments and began consideration of Ordinance No. 2140-0720.

MOTION: By Christian-Smith, seconded by Merrill, to approve Resolution No. 2140-0720 Accepting Report on Sewer Service Charges and Electing to Collect Sewer Service Charges on the Tax Roll

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

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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: Lucia

Agency Claimed Against: Stege Sanitary District

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President Miller

Unrepresented Employee: District Manager

The Board entered into closed session at 7:20 P.M. and returned to open session at 8:09 P.M. President Miller announced the Board had taken no reportable actions.

IV. Approval of Minutes

A. Approval of June 18, 2020 Board Meeting Minutes

MOTION: By O'Keefe, seconded by Gilbert-Snyder, to approve the minutes of the June 18, 2020 Board Meeting

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

NOES: None

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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

Christian-Smith reported that the California Legislature postponed their return from summer recess until July 27 to minimize potential COVID-19 exposure and transmission in the California State Capitol. Miller gave a report on his attendance at a joint ACSDA/CCSDA Chapter Meeting.

B. Written Communications

A. California Association of Sanitation Agencies (CASA) President's Memo, Designation of Agency Representative, and Consent to Electronic Transmission

The Board reviewed the memo requesting agencies designate a voting representative and 2 alternates, consider approval of receiving official communications to/from CASA by electronic transmission, consider approval of the proposed annual dues resolution, and consider approval of the slate of four nominees for the open seats on the Board of Directors.

MOTION: By Merrill, seconded by Gilbert-Snyder, to designate Miller as the District's voting representative, Christian-Smith and Delizo as the 2 alternates, approved receiving official communications to/from CASA by electronic transmission, approved the slate of Directors to the four available Board seats, and approved the annual CASA dues resolution

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 Miller
 NOES: None
 ABSTAIN: None
 ABSENT: None

B. KIDS for the BAY - 2019-2020 WAP Survey Responses El Cerrito

The Board reviewed one teacher’s feedback on the Watershed Action Program.

C. HR 7073 (Garamendi) Special Districts Provide Essential Services Act

The Board reviewed the request for a letter of support for the bill that would provide special districts access to federal relief measures to assist with unforeseen budgetary hardship resulting from the COVID-19 pandemic and also establish a definition of “special district” which currently does not exist in federal statute.

MOTION: By Merrill, seconded by O’Keefe, to send a letter of support for HR 7073 (Garamendi) Special Districts Provide Essential Services Act

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

D. CASA Alert - AB 1672 Amended and Moving

The Board reviewed the request for a letter of support for CASA sponsored legislation on labeling requirements for wet wipes.

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MOTION: By O’Keefe, seconded by Christian-Smith, to send a letter of support for AB 1672 (Bloom) that would establish labeling requirements for wet wipes packaging

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

VI. Reports of Staff and Officers

A. Attorney’s Report

Kokotaylo reported on the Second District Court of Appeal ruling on *Pico Neighborhood Association, et al. v. City of Santa Monica* that held that “the legislature required litigants to prove both dilution and racially polarized voting in order to establish a claim, to have a remedy, and to recover fees.”

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 invoices paid in June.

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

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

4. Reimbursement Report per Government Code 53065.5

The Manager reported on reimbursements paid within the preceding fiscal year by the District of at least one hundred dollars (\$100) for each individual charge for services or product received as required by California Government Code Section 53065.5. The information will be made available on the District website for public inspection.

5. Form 470 – Officeholder and Candidate Campaign Statement

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The Manager reminded the Board to file online.

6. Pandemic Response (COVID-19) Status

The Manager reported on the District's operation under the County's current Shelter-in-Place Order.

7. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming Annual Conference which will be a virtual event due to the COVID-19 pandemic.

MOTION: By Gilbert-Snyder, seconded by Merrill, to approve the District's payment of registration for the CASA Annual Conference for those Directors that choose to attend

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

8. California Special District Association (CSDA)

The Manager reported that the 2020 Annual Conference has been cancelled due to the COVID-19 pandemic.

VII. Business

A. District Investment Policy

The Board conducted its annual review of the District's investment policy and asked that staff bring back information at a future board meeting regarding other district investment policies, mutual fund investments, if any, and whether they have any built-in safeguards in place.

B. Resolution No. 2141-0720 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 19201

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The Board reviewed and approved the resolution to file the Notice of Completion for Project No. 19201.

MOTION: By Merrill, seconded by Gilbert-Snyder, to approve Resolution No 2141-0720 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 19201

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

C. Resolution No. 2142-0720 Establishing Salary of the District
 Manager/Engineer

Pursuant to SB 1436, the Board of Directors orally reported a summary of a recommendation for a final action on the salary of the District Manager. The Board then amended and approved the resolution establishing the base annual compensation of the District Manager/Engineer at \$218,000 per year effective July 1, 2020.

MOTION: By Merrill, seconded by Christian-Smith, to approve Resolution No. 2142-0720 Establishing Salary of the District Manager/Engineer, as amended

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

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VIII. Monthly Financial Statements – June 2020

- 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 July 16, 2020 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills,
 Check Nos. 26657 through 26709 in the amount of \$342,379.66

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

X. Future Agenda Items

August 20, 2020

CASA Conference – Attendee Reports

~~CSDA Conference~~

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

September 3, 2020

~~CASA Conference~~

~~CSDA Conference~~

+Retiree Medical Benefit Review

+Review of Other District Investment Policies

+Public Statements on Social Issues

+District Flow Data

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XI. Adjournment

The meeting was adjourned at 9:45 P.M. The next meeting of the District Board of Directors will be held on Thursday, August 20, 2020 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary