

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF OCTOBER 15, 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:** 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: Lucia

Agency Claimed Against: Stege Sanitary District

The Board entered into closed session at 7:02 P.M. and returned to open session at 7:03 P.M. President Miller announced the Board had taken no reportable actions.

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IV. Approval of Minutes

A. Approval of September 17, 2020 Board Meeting Minutes

MOTION: By Merrill, seconded by Christian-Smith, to approve the minutes of the September 17, 2020 Board Meeting

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

Director Miller gave a report on his attendance at a recent El Cerrito City Council Meeting and the 2020 Sewer & Stormwater Summit.

B. Written Communications

There were no written communication items to consider.

VI. Reports of Staff and Officers

A. Attorney’s Report

Kokotaylo reported on California Assembly Bill 992 that clarifies permissible communications via social media platforms.

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

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The Manager reported there were no 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. Holiday Luncheon

The Manager reported the annual holiday luncheon has been cancelled due to the COVID-19 pandemic.

5. EBMUD Memo – Regional Private Sewer Lateral (PSL) Program Update

The Manager reported on the status of the EBMUD Regional PSL Program.

6. EBMUD Memo – Regional Fats, Oils, or Grease (FOG) Program Update

The Manager reported on the status of the EBMUD Regional FOG Program.

7. 2021 California Association of Sanitation Agencies (CASA) Conferences

The Manager reported on the upcoming CASA conferences dates for 2021.

8. 2021 California Special Districts Association (CSDA) Conference

The Manager reported on the upcoming CSDA annual conference date for 2021.

VII. Business

A. Flexible Benefit Plan Review

The Board discussed possible changes to the plan and requested staff to bring back more information to the next Board meeting for them to review before making any decisions.

B. Deferred Compensation Matching Contribution Review

The Board tabled this item in conjunction with the flexible benefit plan discussion.

VIII. Monthly Financial Statements - September 2020

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

C. Cash on Hand vs. Target Reserves

D. Local Agency Investment Fund (LAIF) Quarterly Statement

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E. 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 15, 2020 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills,
Check Nos. 26796 through 26831 in the amount of \$209,063.56

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

X. Future Agenda Items

November 12, 2020

Proposed Meeting Calendar

Board Officer Succession Plan

CASA Conference

+*Flexible Benefits Plan Review*

+*Deferred Compensation Matching Contribution Review*

December 10, 2020 – 2:00PM

Fiscal Year Financial Audit

~~Resolution Certifying Election Results~~

Emergency Contact Update

Meeting Calendar

Consent Decree Quarterly Report

CASA Conference

Pension + OPEB UAL Reports

Nomination & Election of Officers

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XI. Adjournment

The meeting was adjourned at 8:50 P.M. The next meeting of the District Board of Directors will be held on Thursday, November 12, 2020 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary