

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 26, 2017
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Beatrice O’Keefe called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Gilbert-Snyder, James, Merrill, Miller, O’Keefe
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, Assistant District Counsel
 Marker Lovell, 746 Balra Drive (public comment portion only)

Agenda Items: Merrill announced he will abstain from voting on the Lovell Liability Claim due to his personal relationship with the claimant. 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:** Marker Lovell introduced himself to the Board and described the details of his claim scheduled to be heard in Closed Session later in the meeting.

CLOSED SESSION

Liability Claims

Gov. Code § 54956.95

Claimant: Lovell

Agency Claimed Against: Stege Sanitary District

Conference with Legal Counsel - Existing Litigation

Gov. Code § 54956.9 (d)(1)

Name of Case: Dorje

Liability Claims

Gov. Code § 54956.95

Claimant: Dorje

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Agency Claimed Against: Stege Sanitary District

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board entered into the closed session at 7:14 P.M. and returned to open session at 8:10 P.M. President O'Keefe announced the Board had taken no reportable actions.

IV. Approval of Minutes

A. Approval of January 12, 2017 Board Meeting Minutes

MOTION: By James, seconded by Miller, to approve the minutes of the January 12, 2017 Board Meeting

VOTE: AYES: Gilbert-Snyder, James, Merrill, Miller, O'Keefe,
 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
 Miller gave a report on his attendance at the El Cerrito City Council Meeting held on January 17, 2017 and the Contra Costa Special District Association meeting held on January 23, 2017.
2. California Association of Sanitation Agencies (CASA) January 18-20, 2017 Winter Conference, Palm Springs, CA

In accordance with AB 1234, Director Merrill gave a report on his attendance at the CASA Winter Conference, Palm Springs, CA.

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B. Written Communications

1. Contra Costa County Elections – NetFile Filing System

The Board reviewed the email regarding the new online campaign finance filing system.

2. CalPERS Actuarial Circular Letter – Discount Rate Change

The Board reviewed the changes to the CalPERS discount rate assumption and the impact these changes are expected to have on required employer and PEPRAs member contributions.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported on the U.S. Environmental Protection Agency freeze on grants and AB 1661 requiring local agency officials receive at least 2 hours of sexual harassment prevention training.

B. Manager's Report

1. Monthly Maintenance Summary Report – December 2016

The Manager reported on last month's maintenance activities to the Board with no significant issues.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported there were no replacement or repair invoices paid in December.

VII. Business

A. Ordinance No. 2074-0117 Amending the Conflict of Interest Code of the Stege Sanitary District

The Board reviewed and approved the Ordinance making minor changes for clarity to the Conflict of Interest Code of the Stege Sanitary District.

MOTION: By Merrill, seconded by James, to approve Ordinance 2074-0117 Amending the Conflict of Interest Code of the Stege Sanitary District, as further amended

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

VIII. Financial Statements – December 2016

- A. Monthly Investment, Cash, Receivables Report, December 2016
 - B. Monthly Operating Statement, December 2016
 - C. Local Agency Investment Fund (LAIF) Quarterly Statement
 - D. 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 26, 2017 - Fund No. 3418 & 3423

MOTION: By Miller, seconded by Merrill, to pay the bills, Check Nos. 24755 through 24780 in the amount of \$216,984.04.

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

X. Future Agenda Items

February 16, 2017

Board Governance Approval
 Service Rate Discussion
 Form 700
 CASA Conference
 Board Training Summary

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March 9, 2017

Long Range Planning Discussion of Topics

CASA Conference – Director’s Report

Service Rate Discussion

Auditors – RFP

The Board requested an agenda item to discuss the standard operating procedure for service call backups at a future meeting.

XI. Adjournment

The meeting was adjourned at 9:23 P.M. The next meeting of the District Board of Directors will be held on Thursday, February 16, 2017 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary