

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF SEPTEMBER 19, 2024  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

**I. Call To Order:** President Gilbert-Snyder called the meeting to order at 7:00 P.M.

**II. Roll Call:** Present: Beach, Christian-Smith, Merrill, O’Keefe, Gilbert-Snyder  
 Absent: None  
 Others Present: Rex Delizo, District Manager  
 Kristopher Kokotaylo, District Counsel  
 Pamela Derby\*, CPS HR Consulting (for Closed Session)

*\*via video-conference*

**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 was taken out of order at this time in the meeting.

**CLOSED SESSION**

**Public Employment**

Gov. Code § 54957

Title: District Manager

The Board entered into the closed session at 7:01 P.M. and returned to open session at 8:26 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions.

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

**IV. Approval of Minutes**

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A. Approval of August 22, 2024 Special Board Meeting Minutes

MOTION: By O’Keefe, seconded by Christian-Smith, to approve the minutes of the August 22, 2024 Special Board Meeting

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

B. Approval of August 22, 2024 Regular Board Meeting Minutes

MOTION: By O’Keefe, seconded by Christian-Smith, to approve the minutes of the August 22, 2024 Regular Board Meeting

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

**V. Communications**

A. Oral/Written Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

There were no items to report.

**VI. Reports of Staff and Officers**

A. Attorney’s Report

Kokotaylo reported on SB 1243 regarding campaign contributions.

B. Committee Reports

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There were no items to report.

C. 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 a revised June 2024 report to finalize last fiscal year, and that no invoices were paid last month.

3. Consent Decree Quarterly Report

The Manager reported on the status of the Consent Decree annual requirements.

4. CalPERS 2025 Health Care Premiums

The Manager reported on the upcoming 2025 health care premium increases.

5. Board Governance Manual - Policy Prohibiting Acceptance of Gratuities

The Manager reported on the District's Policy Prohibiting Acceptance of Gratuities as stated in the Board Governance Manual.

**VII. Business**

A. District Manager Position Recruitment

The Board considered this item in Closed Session (see above).

B. Cancellation of the October 3, 2024 Board Meeting

The Board decided to not cancel the meeting at this time.

**VIII. Monthly Financial Statements**

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

C. Local Agency Investment Fund (LAIF) Quarterly Statement

The financial items were reviewed by the Board.

**IX. Approval of Checks**

A. Checks for September 19, 2024 - Fund No. 3418 & 3423

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MOTION: By Merrill, seconded by Beach, to pay the bills, Check Nos. 1197 through 1237 in the amount of \$140,897.81

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

**X. Future Agenda Items**

**October 3, 2024**

+*CLOSED SESSION – Public Employment*

**October 17, 2024**

Regional PSL Program Update

Regional FOG Program Update

Quarterly Financial Statements

San Pablo Avenue Specific Plan Area Status Report

CLOSED SESSION – Quarterly Claims Report

+*CLOSED SESSION – Public Employment*

**CLOSED SESSION**

**Public Employment**

Gov. Code § 54957

Title: District Manager

This item was taken out of order earlier in the meeting (see above).

**XI. Adjournment**

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The meeting was adjourned at 8:46 P.M. The next meeting of the District Board of Directors will be held on Thursday, October 3, 2024 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