

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF FEBRUARY 17, 2022
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** MINUTES *****

- I. Call To Order:** President Merrill called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith*, Gilbert-Snyder*, Miller*,
 O’Keefe*, Merrill
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel
 Eileen White*, EBMUD (for Item VII.A only)
 James Hake*, EBMUD (for Item VII.A only)
 Rebecca Overacre*, EBMUD (for Item VII.A only)
 Jose & Alice Flores, Residents (for Item VII.B
 only)
- *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.

Item VII.A was taken out of order at this time in the meeting.

VII. Business

A. EBMUD Virtual Wastewater Treatment Plant Tour

The Board received a Virtual Tour of the Wastewater Treatment Plant from Eileen White, James Hake, and Rebecca Overacre of EBMUD.

Item VII.B was taken out of order at this time in the meeting.

VII. Business

**B. Consideration of Class III Easement Encroachment – 1718 Butte St.,
 Richmond, CA**

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The Board considered the request for an easement encroachment for an existing single family unit structure that encroaches on District sewer main lines in an easement.

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to take no action and have staff return with more information regarding the cost to replace the main line, accessibility of the easement maintenance holes, and assessment by District Counsel of the legal liabilities

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

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

III. Public Comment: There was no public comment.

IV. Approval of Minutes

A. Approval of Minutes of January 27, 2022 Board Meeting

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve the minutes of the January 27, 2022 Board Meeting, as corrected

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

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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

In order to give the District time to arrange for a replacement, Miller expressed his plans to discontinue his attendance at Contra Costa Special District Association (CCSDA) meetings and involvement with the setup and takedown of future District July 4th festival booths.

Miller then gave a report on a recent El Cerrito City Council Meeting.

B. Written Communications

There were no items to consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo gave a report on the recent California Department of Public Health's (CDPH) decision to let the statewide indoor mask requirement expire which will lift universal mask requirements for most indoor public settings beginning Wednesday, February 16.

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 payments made in January.

3. Form 700 Statement of Economic Interest/Conflict of Interest

The Manager reminded the Board to file their Form 700s.

4. El Cerrito/worldOne 4th of July Festival Sponsorship

The Manager reported on the sponsorship opportunity and will follow up with more updated details at a future Board meeting.

5. Proposed Statewide Sanitary Sewer Systems General Order Reissuance

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The Manager reported the upcoming workshops.

VII. Business

A. EBMUD Virtual Wastewater Treatment Plant Tour

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

B. Consideration of Class III Easement Encroachment – 1718 Butte St., Richmond, CA

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

C. Draft Long Range Planning Agenda

The Board reviewed and discussed the updated draft agenda for the upcoming long range planning workshop scheduled for Saturday, March 5, 2022.

D. Resolution No. 2183-0222 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning February 17 Pursuant to AB 361

The Board approved the resolution to make necessary findings to continue to meet remotely pursuant to Assembly Bill 361.

MOTION: By Christian-Smith, seconded by O’Keefe, to approve Resolution No. 2183-0222 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning February 17 Pursuant to AB 361

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

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VIII. Monthly Financial Statements

- A. Monthly Investment, Cash, Receivables Report
 B. Monthly Operating, Statement

The financial statements were reviewed by the Board.

IX. Approval of Checks

- A. Checks for February 17, 2022 – Fund No. 3418 & 3423.

MOTION: By O’Keefe, seconded by Christian-Smith, to approve the payment of the bills, Check Nos. 27468 through 27493 in the amount of \$95,399.39

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

X. Future Agenda Items

March 5, 2022 @9:00 AM

Long Range Planning Workshop

March 17, 2022

California Employer’s Retiree Benefit Trust (CERBT) Contributions

Consent Decree Quarterly Report

Board Training Summary

Form 700

+*RESOLUTION – Board Governance Manual Approval*

+*AB 361 – 30 Day Virtual Meeting Extension*

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CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9

Number of Potential Cases: 1

Schulak – Government Tort Claim filed: 2/7/2022

The Board entered into closed session at 9:39 P.M. and returned to open session at 9:43 P.M. President Merrill announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 9:43 P.M. The next meeting of the Stege Sanitary District Board of Directors will be the Long Range Planning Workshop held on Saturday, March 5, 2022 at 9:00 A.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary