

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 19, 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
Alex Mog*, Office of District Counsel
Thomas Troy, Resident

**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: Gilbert-Snyder commented that the Director of Wastewater at EBMUD, Eileen White, will be taking a position as Executive Officer of the State of California San Francisco Bay Regional Water Quality Control Board. There was no other public comment.

IV. Approval of Minutes

A. Approval of May 5, 2022 Board Meeting Minutes

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve the minutes of the May 5, 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

Miller gave a report on his attendance at 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:

Mog reported on the withdrawal of the Taxpayer Protection Act and then reported that their office will be continuing to monitor the bills that would update the Brown Act to allow continued remote conferencing under specified conditions.

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 April.

3. Draft Budget

The Manager reported on the updated draft budget.

VII. Business

A. Resolution No. 2191-0522 Amending the Employee Personnel Policies of the Stege Sanitary District Article IV, Section 3. Holidays, 4.3.1. Holiday Schedule

The Board approved the resolution to observe Juneteenth as an official paid holiday of the District.

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MOTION: By Miller, seconded by O'Keefe, to approve Resolution No. 2191-0522 Amending the Employee Personnel Policies of the Stege Sanitary District Article IV, Section 3. Holidays, 4.3.1. Holiday Schedule

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

B. Resolution No. 2192-0522 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 May 19 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 O'Keefe, seconded by Gilbert-Snyder, to approve Resolution No. 2187-0422 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 May 19 Pursuant to AB 361, as corrected

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

C. Actuarial for Analysis of Retiree Health Benefits Proposal

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The Board directed the Manager to proceed with the actuarial valuation as proposed by Total Compensation Systems, Inc. and asked staff to consider whether the “roll forward” option for 2023 is required.

VIII. Financial Statements – May 2022

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 May 19, 2022 - Fund No. 3418 & 3423

MOTION: By Miller, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 27615 through 27631 in the amount of \$60,130.15

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

NOES: None

ABSTAIN: None

ABSENT: None

X. Future Agenda Items

June 2, 2022

Draft Budget

Review Directors Meeting Compensation

District Working Capital and Reserve Policy

July 4th Fair Planning

CASA Conference

Diversity, Equity, and Inclusion

June 16, 2022

CLOSED SESSION – Counsel Performance Evaluation

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Approve Employee Salary Ranges
Approve and Adopt Final Budget
Review and Approve Incentive Award
Adopt Employee Incentive Award Goals & Objectives
July 4th Fair Planning
Consent Decree Quarterly Report
CASA Conference
Ordinance – Directors Meeting Compensation
+*RESOLUTION – Procurement Policy*
+*AB 361 – 30 Day Virtual Meeting Extension*
+*Elections Resolution*

Resident, Thomas Troy, gave public comment before the Closed Session expressing concern that his house could have suffered structural damage when Stege’s contractor curved replacement sewer pipe around his house, scratching the siding and pushing on the house.

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

Troy – Government Tort Claim filed: 5/2/2022

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President Merrill

Unrepresented Employee: District Manager

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The Board entered into closed session at 8:08 P.M. and returned to open session at 9:18 P.M. President Merrill announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 9:18 P.M. The next meeting of the District Board of Directors will be held on Thursday, June 2, 2022 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary