

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 18, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: Vice President Gilbert-Snyder called the meeting to order at 7:25 P.M.

II. Roll Call: Present: Merrill, O’Keefe (arrived 7:25 P.M), Gilbert-Snyder
 Absent: Beach, Christian-Smith
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel
 Tessa Beach*, Board Member (*attending remotely
 as a member of the public*)
 Thomas Troy*, Resident
 *via remote 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: Resident Thomas Troy gave public comment via remote conferencing on a past closed session item regarding his Government Tort Claim filed on 5/2/2022. There was no other public comment.

IV. Approval of Minutes

A. Approval of May 4, 2023 Board Meeting Minutes

MOTION: By Merrill, seconded by O’Keefe, to approve the minutes of the May 4, 2023 Board Meeting

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

V. Communications

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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 consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported on an update to AB 557 that would extend authorization of emergency remote meetings.

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 the invoices paid in April.

3. Draft Budget

The Manager reported on the updated draft budget.

4. Draft Newsletter

The Manager reported on the latest draft of the newsletter.

5. Draft Informational Letter Re: AB 1337 (Wicks)

The Manager reported on a draft letter explaining the essential use of water for sewer maintenance purposes.

6. 4th of July Fair

The Manager reported on the plans for the upcoming fair.

VII. Business

- A. Resolution No. 2225-0523 Approving and Authorizing Consulting Services Agreement between the Stege Sanitary District on Behalf of the Collection System Technical Advisory Committee and Humphrey Consulting

The Board approved the resolution.

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MOTION: By Merrill, seconded by O’Keefe, to approve Resolution No. 2225-0523 Approving and Authorizing Consulting Services Agreement between the Stege Sanitary District on Behalf of the Collection System Technical Advisory Committee and Humphrey Consulting

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

VIII. Financial Statements – May 2022

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Time Value Investments – Certificate of Deposits
- D. Projected Available Cash Report

The financial items were reviewed by the Board.

IX. Approval of Checks

- A. Checks for May 18, 2023 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by O’Keefe, to pay the bills, Check Nos. 28154 through 28183 in the amount of \$1,106,439.49

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

X. Future Agenda Items

June 1, 2023

Draft Budget

Review Directors Meeting Compensation

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District Working Capital and Reserve Policy
 July 4th Fair Discussion
 CASA Conference
 +*CLOSED SESSION – Manager Performance Evaluation*
 +*CLOSED SESSION – Conference with Labor Negotiator*

June 15, 2023

Approve Employee Salary Ranges
 Approve and Adopt Final Budget
 Review and Approve Incentive Award
 Adopt Employee Incentive Award Goals & Objectives
 July 4th Fair Discussion
 Consent Decree Quarterly Report
 CASA Conference
 CLOSED SESSION – Counsel Performance Evaluation

CLOSED SESSION

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President Christian-Smith

Unrepresented Employee: District Manager

The Board entered into closed session at 8:02 P.M. and returned to open session at 8:30 P.M. Vice President Gilbert-Snyder announced the Board had taken no reportable actions.

XI. Adjournment

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The meeting was adjourned at 8:31 P.M. The next meeting of the District Board of Directors will be held on Thursday, June 1, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary