

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 1, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Christian-Smith called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
 Absent: None
 Others Present: Rex Delizo, District Manager
 Thomas Troy, Resident (arrived 7:35 P.M.)

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.

IV. Approval of Minutes

A. Approval of May 18, 2023 Board Meeting Minutes

MOTION: By Merrill, seconded by O’Keefe, to approve the minutes of the May 18, 2023 Board Meeting

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

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Beach reported on a discussion with Kristina Hill, professor in the Department of Landscape Architecture & Environmental Planning at U.C. Berkeley, who is willing to give a presentation to the Board regarding her findings on groundwater and sea level rise.

2. Email- Contra Costa LAFCO Election Results

The Board was informed that Scott Pastor, Board Member at Diablo Water District, was elected to the LAFCO Alternate Special District seat.

VI. Reports of Staff and Officers

A. Manager's Report

1. Draft Budget

The Manager reported on the updated draft budget. The final budget will be ready for consideration and approval by resolution at the next Board Meeting.

2. July 4th Fair Discussion

The Manager reported on the updated plans for the upcoming fair.

3. 2023 California Association of Sanitation Agencies (CASA) Conference

The Manager reported on the upcoming CASA conference.

4. 2023 California Special Districts Association (CSDA) Conference

The Manager reported on the upcoming CSDA conference.

VII. Business

A. Review of Director's Meeting Compensation

The Board discussed changing the compensation that Directors receive for their attendance at District board meetings and approved an adjustment up to the same cost-of-living adjustment as employee salary ranges for the past year of 3.56% (April CPI-W).

MOTION: By O'Keefe, seconded by Christian-Smith, to approve an increase to the Directors' compensation rate up to \$253.49 (+3.56%) and direct the Manager to prepare an Ordinance for consideration

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

B. Working Capital and Reserve Fund Policy

The Board completed the annual review of the policy.

VIII. Approval of Checks

A. Checks for June 1, 2023- Fund No. 3418 & 3423

MOTION: By Gilbert-Snyder, seconded by Beach, to pay the bills, Check Nos. 28184 through 28199 in the amount of \$579,647.57

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

IX. Future Agenda Items

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 – Manager Performance Evaluation*

+*CLOSED SESSION – Conference with Labor Negotiator*

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July 6, 2022

July 4th Fair Debrief

CASA Conference

CSDA Conference

Prior to the Closed Session, resident Thomas Troy gave public comment on a past closed session item regarding his Government Tort Claim filed on 5/2/2022. The Board advised Mr. Troy that it could not discuss his government tort claim as it related to a legal matter and directed him to communicate with the District Manager. The Board also advised that because the matter was not on the agenda, it was precluded from discussing or considering it pursuant to the Brown Act.

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 7:49 P.M. and returned to open session at 9:03 P.M. President Christian-Smith announced the Board had taken no reportable actions.

X. Adjournment

The meeting was adjourned at 9:04 P.M. The next meeting of the District Board of Directors will be held on Thursday, June 15, 2023 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