

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF JUNE 11, 2015

TIME OF MEETING: 7:00 P.M.

*****MINUTES*****

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

II. Roll Call: Present: Merrill, Miller, O'Keefe, Gilbert-Snyder
 Absent: James (provided prior notice of absence)
 Others Present: Rex Delizo, District Manager

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 Minutes May 28, 2015 Board Meeting

MOTION: By O'Keefe, seconded by Merrill, to approve the minutes of the May 28, 2015 Board Meeting

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

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 reported on the closing of the southeastern corner of the El Cerrito Plaza due to the Creekside Walk condominium development. Miller also reported on Local Agency Formation Commissioner

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(LAFCO) accepting nominations for a Special District Member
Alternate Seat Appointment.

B. Written Communications

1. 6/10/2015 Memo regarding District Counsel Vacation

The Board reviewed the memo.

VI. Reports of Staff and Officers

A. Manager's Report:

1. 4th of July Fair Discussion

The Manager reviewed the plans for the fair and confirmed the Board's
schedule for working the booth.

VII. Business

A. Resolution No. 2045-0615 Establishing Salary Range of Administrative,
Technical and Maintenance Employees Employed by Stege Sanitary District
Beginning July 1, 2015

The Board reviewed and approved the resolution to increase salary ranges by
the cost-of-living adjustment of 2.0% based on the April 2015 CPI-W Index
for the San Francisco Area.

MOTION: By Miller, seconded by Merrill, to approve Resolution No.
2045-0615 Establishing Salary Range of Administrative, Technical and
Maintenance Employees Employed by Stege Sanitary District Beginning
July 1, 2015.

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

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B. Resolution No. 2046-0615, Resolution Amending the Personnel Policies of the Stege Sanitary District Regarding Article II, Section 5 – Stand-By and Call Back Time, 2.5.3

The Board reviewed and approved the resolution to increase the stand-by compensation from \$315 per week to \$385 per week to stay fair and competitive with the comparable agencies. The average of the 10 comparable agencies is \$402.84 and the median is \$375.00.

MOTION: By O’Keefe, seconded by Merrill, to approve Resolution No. 2046-0615 amending the Personnel Policies of the Stege Sanitary District Regarding Article II, Section 5 – Stand-By and Call Back Time, 2.5.3, as amended

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

C. Review of Directors’ Meeting Compensation

The Board discussed whether to change the compensation that Directors receive for their attendance at District related meetings. The cost-of-living adjustment, based on the April 2015 CPI-W Index for the San Francisco Area, has been at least 2% each year since the last Directors’ compensation rate change was made in 2012.

MOTION: By Merrill, seconded by O’Keefe, to prepare an ordinance changing the Directors’ compensation rate from \$200 to \$205 per meeting day

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

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ABSENT: James

D. Draft Action Plan for 2015

The Board reviewed and approved the proposed action plan for the Long Range Planning Workshop held on May 16, 2015.

MOTION: By Miller, seconded by Merrill, to approve the Action Plan from the 2015 Long Range Planning Workshop.

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

E. Draft Budget FY 2015-2016

The Board reviewed and discussed the latest draft budget. The Manager will prepare the final budget for the Board to approve and adopt at the next Board meeting.

VIII. Approval of Checks

A. Checks for June 2015 - Fund No. 3418 & 3423

MOTION: By Miller, seconded by Merrill, to pay the bills, Check Nos. 23741 through 23757 in the amount of \$11,074.98

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

IX. Future Agenda Items

June 25, 2015

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CLOSED SESSION – Manager Performance Evaluation

Approve and Adopt Final Budget

Ordinance – Directors Meeting Compensation

Review and Approve Incentive Award

Adopt Employee Incentive Award Goals & Objectives

District Reserve Policy

July 9, 2015July 4th Fair Debrief

District Investment Policy

Resolution Establishing Salary of District Manager

O’Keefe gave notice that she will not be attending the July 23 Board meeting

X. Adjournment

The meeting was adjourned at 8:54 P.M. The next meeting of the Stege Sanitary District Board of Directors will be held on Thursday, June 25, 2015 at 7:00 A.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary