

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF JULY 9, 2015

TIME OF MEETING: 7:00 P.M.

*****MINUTES*****

I. Call To Order: President Gilbert-Snyder called the meeting to order at 7:01 P.M.

II. Roll Call: Present: James, Merrill, Miller, O'Keefe, Gilbert-Snyder
Absent: None
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.

PUBLIC HEARING**Proposed Increase in Directors' Fees**

President Gilbert-Snyder opened the public hearing at 7:02 P.M. The Manager gave a summary of the proposed increase in Directors' fees. No members of the public were in attendance to ask questions or make statements. The Board made some final comments and the public hearing was closed at 7:04 P.M.

CLOSED SESSION**Public Employment Performance Evaluation**

Gov. Code § 54957

Title: District Manager

The Board entered into closed session at 7:04 P.M. and returned to open session at 7:29 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions.

III. Public Comment: There was no public comment.

IV. Approval of Minutes

A. Approval of Minutes June 25, 2015 Board Meeting

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MOTION: By O'Keefe, seconded by James, to approve the minutes of the June 25, 2015 Board Meeting

VOTE: AYES: James, Merrill, Miller, O'Keefe,

NOES: None

ABSTAIN: Gilbert-Snyder

ABSENT: None

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 that the El Cerrito City Council Meetings will be held once a month on the 3rd Tuesday for the months of July, August and September. James reported on recent events of the Kensington Police Protection and Community Services District (KPPCSD).

b. 4th of July Fair – Debriefing

Each Director that worked the event gave a review of their experience staffing the District booth. The Directors wanted to thank the maintenance crew for all the help they provided to setup for the event and especially to Maintenance Superintendent, Dennis Wright, for his help breaking down the booth at the end of the fair.

B. Written Communications**1. 6-5-2015 E-Mail – Marin Clean Energy (MCE) anticipated cost savings**

The Board reviewed the email from MCE Community Development Manager, Alex DiGiorgio, indicating the savings of approximately \$300/yr would be expected with MCE's Light Green 50% renewable service option. The Board asked staff to ask for a more comprehensive calculation of the savings from MCE and a competing proposal from PG&E.

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2. 6-29-2015 E-Mail – Election to Fill Special District Vacancy on Local Agency Formation Commission (LAFCO)

The Board reviewed and discussed the email reminder of an upcoming election to fill the Alternate Special District LAFCO seat created by the passing of George Schmidt.

MOTION: By James, seconded by Merrill, to vote for Stan Caldwell to fill the Alternate Special District LAFCO seat

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

NOES: None

ABSTAIN: None

ABSENT: None

MOTION: By O’Keefe, seconded by James, to designate Director Miller as the voting delegate and Director Merrill as the alternate

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

NOES: None

ABSTAIN: None

ABSENT: None

3. 6-30-2015 CSDA E-News –Webinar on Future CalPERS Rate Increases

The Board reviewed the CSDA article of an upcoming free webinar that will provide an overview of two strategies to mitigate risk and volatility in the CalPERS fund to ensure long-term sustainability of the system.

4. Kids for the Bay Watershed Action Program Final Report

The Board reviewed the report.

VI. Reports of Staff and Officers

A. Manager’s Report:

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1. August 19-21, 2015 California Association of Sanitation Agencies (CASA) Conference
Each Director stated their plans for attending the CASA conference.
2. Form 470: Officeholder and Candidate Campaign Statement
Each Director signed and returned a Form 470 for staff to file with the County.
3. Board Tour of the District – Saturday, August 29, 2015
The Manager informed the Board of the proposed date of the tour.

VII. Business

A. Ordinance 2049-0715 Approving Increase In Directors' Fees

The Board approved the ordinance changing the Directors' compensation rate from \$200 to \$205 per meeting day.

MOTION: By O'Keefe, seconded by Merrill, to approve Ordinance No. 2049-0715 Approving Increase In Directors' Fees, as corrected

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

B. Resolution 2050-0715 Accepting Report on Sewer Service Charges and Electing to Collect Certain Sewer Service Charges on the Tax Roll

The Board approved the resolution for use of the tax roll as the means of collecting sewer service charges.

MOTION: By James, seconded by Merrill, to approve the Resolution No. 2050-0715 Accepting Report on Sewer Service Charges and Electing to Collect Certain Sewer Service Charges on the Tax Roll

VOTE: AYES: James, Merrill, Miller, O'Keefe, Gilbert-Snyder

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NOES: None

ABSTAIN: None

ABSENT: None

C. Reserve Fund Policy

The Board approved the revised Reserve Fund Policy as amended.

MOTION: By James, seconded by Merrill, to approve the Reserve Fund Policy, as amended

VOTE: AYES: James, Merrill, Miller, O'Keefe, Gilbert-Snyder

NOES: None

ABSTAIN: None

ABSENT: None

D. District Investment Policy

The Board conducted its annual review of the District's investment policies and decided no changes were necessary.

MOTION: By Merrill, seconded by Miller, to continue with the existing District Investment Policy as stated

VOTE: AYES: James, Merrill, Miller, O'Keefe, Gilbert-Snyder

NOES: None

ABSTAIN: None

ABSENT: None

E. Madera Circle Development Proposal

The Manager informed the Board of a proposal to develop 1548 and 1552 Madera Circle in El Cerrito, CA that includes a proposed technical solution to a historical land slide issue. The details of the proposal are still being finalized by the developer. This item was for informational purposes only.

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VIII. Approval of Checks

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

MOTION: By Merrill, seconded by James, to pay the bills, Check Nos. 23799 through 23830 in the amount of \$93,292.07.

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

IX. Future Agenda Items

July 23, 2015

CLOSED SESSION – Quarterly Claims Report

Quarterly Financial Statements

CASA Conference

Reimbursement Report per Gov. Code 53065.5

Resolution - Establishing Salary of District Manager

Resolution - Notice of Completion

August 13, 2015

CASA Conference

Select Actuarial for Analysis of Retiree Health Benefits

X. Adjournment

The meeting was adjourned at 8:59 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 23, 2015 at 7:00 A.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo
STEGE SANITARY DISTRICT
Secretary