

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF OCTOBER 22, 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
Ben Reyes, District Counsel

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: Director Merrill asked staff to check with Mechanics Bank about their policy of providing information to third party solicitors. Director Miller reminded the Board that California Sanitation Risk Management Authority (CSRMA) provides coverage for identity fraud expense reimbursement to employees, Board Members and families to protect members from the expense associated with identity theft.

CLOSED SESSION

Conference with Legal Counsel -- Existing Litigation

Gov. Code § 54956.9 (d)(1)

Name of Case: Loach

Liability Claims

Gov. Code § 54956.95

Claimant: Pezzaglia

Agency Claimed Against: Stege Sanitary District

The Board entered into the closed session at 7:05 P.M. and returned to open session at 7:16 P.M. President Gilbert-Snyder announced the Board had taken no reportable actions.

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IV. Approval of Minutes

A. Approval of Minutes September 24, 2015 Board Meeting

MOTION: By O’Keefe, seconded by James, to approve the minutes of the September 24, 2015 Board Meeting, as amended

VOTE: AYES: James, Merrill, Miller, O’Keefe, Gilbert-Snyder
NOES: None
ABSTAIN: None
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 gave a brief report on his attendance at the Contra Costa Special District Association (CCSDA) meeting held on October 19, 2015.

James reported on recent events of the Kensington Improvement Club (KIC) and the Kensington Police Protection and Community Services District (KPPCSD).

B. Written Communications

1. LA Times Article – “The Economy Hub: Count the bad ideas in California pension overhaul proposal”

The Board reviewed the article and briefly discussed the unintended costs associated with proposed changes to pension benefits.

VI. Reports of Staff and Officers

A. Attorney’s Report:

District Counsel, Ben Reyes, reported on Assembly Bill 809 which requires the ballot statement for local tax measures to include information on the

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amount of money to be raised annually and the rate and duration of the tax to be levied.

B. Manager's Report:

1. Monthly Maintenance Summary Report – September 2015

The Manager reported on last month's maintenance activities to the Board with no significant issues.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on a sewer replacement invoice in the amount of \$1,700 and a repair invoice in the amount of \$2,520. The Manager also reported that there were 3 late arriving repair invoices that were completed last fiscal year but paid in September. The invoice amounts have been added to the revised June 2015 monthly report to close out last fiscal year 2014-15.

3. CSRMA Risk Control Survey – Executive Summary

The Manager reported on the summary of a Risk Control Survey conducted by the California Sanitation Risk Management Authority (CSRMA). There were several errors and misrepresentations throughout the document which will need to be cleared up with CSRMA. Several sections deal with items that are not applicable to the District such as elevators, mobile cranes and treatment plants. There were also several instances where totals added up to more than 100%. Staff will continue to work with CSRMA on correcting these issues and work on other sections needing improvement.

4. 2016 California Association of Sanitation Agencies (CASA) Conferences

The Manager informed the Board about the upcoming CASA conference dates. Director Merrill was given approval to attend the Washington D.C. Conference in February and stated the District need only pay for conference registration on his behalf.

MOTION: By James, seconded by Miller, to approve Merrill's attendance to the Washington D.C. CASA Conference and payment of his conference registration fee

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

VII. Financial Statements – September 2015

- A. Monthly Investment, Cash, Receivables Report, September 2015
- B. Monthly Operating Statement, September 2015
- C. Local Agency Investment Fund (LAIF) Quarterly Statement
- D. California Employers' Retiree Benefit Trust (CERBT) Quarterly Statement

The Board reviewed the financial items with no significant issues.

VIII. Approval of Checks

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

MOTION: By James, seconded by Merrill, to pay the bills, Check Nos. 23990 through 24036 in the amount of \$160,504.86

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

IX. Future Agenda Items

November 19, 2015

Proposed Meeting Calendar
Board Officer Succession Plan
Rosenberg's Rules of Order
Strategic Planning

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December 10, 2015

Nomination & Election of Officers
Fiscal Year Financial Audit
Connection Charge Calculation Report
CASA Conference
Meeting Calendar

X. Adjournment

The meeting was adjourned at 8:37 P.M. The next meeting of the District Board of Directors will be held on Thursday, November 19, 2015 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary