

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JULY 13, 2017
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Beatrice O’Keefe called the meeting to order at 7:01 P.M.

II. Roll Call: Present: Gilbert-Snyder, James, Merrill, Miller, O’Keefe
 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 O’Keefe opened the public hearing at 7:02 P.M. The Manager announced the public hearing was noticed in the local newspaper once a week for two successive weeks, on June 26, 2017 and July 4, 2017, in accordance with Government Code Section 6066. 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 then agreed to leave the public hearing open until Ordinance No. 2085-0717 is ready for consideration later in the agenda.

III. Public Comment: O’Keefe commented on how difficult it was to get a PG&E sub-contractor to correct the poor concrete sidewalk restoration work in front of her house. She pointed out that, in contrast, for District construction projects, our District inspector works as the liaison between the homeowner and the contractor to assure these issues are resolved quickly and amicably.

IV. Approval of Minutes

A. Approval of June 22, 2017 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by Merrill, to approve the minutes of the June 22, 2017 Board Meeting

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

There were no reports given.

b. 4th of July Fair – Debriefing

Each Director gave a review of their experience staffing the District booth at the 4th of July Fair and thanked the maintenance crew for all the help they provided to setup for the event. The Board asked staff to include a display of backflow prevention devices for next year's fair.

B. Written Communications

1. California Special Districts Association (CSDA) 2017 Board Elections Mail Ballot

The Board reviewed, discussed and voted for two (2) representatives for the CSDA Board of Directors.

MOTION: By James, seconded by Merrill, to vote for Stanley R. Caldwell and Robert Silano as representatives for the CSDA Board of Directors - Bay Area Network

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

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VI. Reports of Staff and Officers

A. Manager's Report

1. August 22-24, 2017 California Association of Sanitation Agencies (CASA) Conference

The Manager reported on the arrangements for the upcoming CASA Conference.

2. August 10, 2017 California Special Districts Association (CSDA) Workshop – Financial Management for Special Districts

The Manager reported on the arrangements for the upcoming CSDA Workshop.

3. Form 470 - Officeholder and Candidate Campaign Statement

The Manager reported that Director's should file their Form 470s electronically online.

VII. Business

A. Ordinance No. 2085-0717 Approving Increase in Directors' Fees

President O'Keefe closed the public hearing at 7:47 P.M. The Board approved the ordinance changing the Directors' compensation rate from \$205 to \$215 per meeting day with an amendment to include in the ordinance the historic rates adjusted to 2017 dollars.

MOTION: By Gilbert-Snyder, seconded by Miller, to approve Ordinance No 2085-0717 Approving Increase in Directors' Fees, as amended

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

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B. District Investment Policy

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

MOTION: By James, seconded by Gilbert-Snyder, to continue with the existing District Investment Policy as stated

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

VIII. Approval of Checks

A. Checks for July 13, 2017 - Fund No. 3418 & 3423

MOTION: By James, seconded by Miller, to pay the bills, Check Nos. 25026 through 25067 in the amount of \$155,882.38

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

IX. Future Agenda Items

July 27, 2017

CLOSED SESSION – Quarterly Claims

CLOSED SESSION – Conference with Labor Negotiator

CASA Conference

Reimbursement Report per Gov. Code 53065.5

Quarterly Financial Statements

Establish and Collect Sewer Service Charges

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Notice of Completion

Resolution – District Manager Salary

Resolution – Assistant District Counsel

August 17, 2017

CASA Conference Attendee Reports

CSDA Conference

Select Actuary for Analysis of Retiree Health Benefits

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

San Pablo Ave. Future Capacity Update

X. Adjournment

The meeting was adjourned at 7:59 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 27, 2017 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary