

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 24, 2018
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Dwight Merrill called the meeting to order at 7:00 P.M.

II. Roll Call: Present: James, Miller, O’Keefe, Merrill
 Absent: Gilbert-Snyder (gave prior notice)
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, 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: There was no public comment.

CLOSED SESSION

Liability Claims

Gov. Code § 54956.95

Claimant: Elsbury

Agency Claimed Against: Stege Sanitary District

Conference with District Counsel – Existing Litigation

Gov. Code § 54956.9 (d)(1)

Name of Case: UNITED STATES OF AMERICA and PEOPLE OF THE
 STATE OF CALIFORNIA ex rel. CALIFORNIA STATE WATER
 RESOURCES CONTROL BOARD and CALIFORNIA REGIONAL WATER
 QUALITY CONTROL BOARD, SAN FRANCISCO BAY REGION, v. CITY
 OF ALAMEDA, ET. AL, us District Court, Northern District (San Francisco)
 Case No. C 09-05684 RS

Public Employee Performance Evaluation

Gov. Code § 54957

Title: District Counsel

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 24, 2018
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

The Board entered into the closed session at 7:01 P.M. and returned to open session at 7:45 P.M. President Merrill announced the Board appointed him the labor negotiator by a 3-0 vote for the purpose of negotiations with District Counsel.

MOTION: By James, seconded by O'Keefe, to appoint President Dwight Merrill as labor negotiator for the purpose of negotiations with District Counsel

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

IV. Approval of Minutes

A. Approval of May 10, 2018 Board Meeting Minutes

MOTION: By James, seconded by Miller, to approve the minutes of the May 10, 2018 Board Meeting, as amended

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

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

James gave a report on his attendance at the Kensington Property Owners Association Annual Meeting held on May 19th. Miller gave a

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF MAY 24, 2018
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

report on his attendance at an El Cerrito City Council Meeting held on
May 15th.

B. Written Communications

There were no written communication items to consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported that the Board has the legal option to discuss employee benefit labor negotiations in closed session. He then reported that an actuary is required to be consulted when making changes to other post-employment benefits (OPEB) benefits. The Board then asked counsel to report back on when and why there was a shift toward considering board members as employees rather than independent contractors.

B. Manager's Report

1. Monthly Maintenance Summary Report – May 2018

The Manager reported no significant issues on last month's maintenance activities.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on invoices paid in April.

3. Safety and Recognition Awards Luncheon – 6/13

The Manager reminded the Board about the upcoming luncheon.

4. 4th of July Fair

The Manager reported on plans for the upcoming fair.

5. Draft Budget FY 2018-2019

The Manager reported on the updated draft budget.

6. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming annual conference.

7. California Special District Association (CSDA)

The Manager reported on the upcoming training academy and annual conference.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 24, 2018
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

VII. Business

A. Resolution No. 2098-0518 Even-Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order

The Board reviewed and approved the resolution to consolidate its election with the general election to be held on November 6, 2018.

MOTION: By O'Keefe, seconded by James, to approve Resolution No. 2098-0518 Even-Year Board of Directors Election Consolidation of Elections; and Specifications of the Election Order

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

B. Resolution No 2099-0518 to Execute a Professional Services Contract to Prepare Plans and Specifications to Locate, Replace Existing, and Construct Redundant Sanitary Sewer Force Mains at Two Locations Within the District

The Board reviewed and approved the resolution authorizing execution of a professional services agreement with Stantec in an amount not to exceed \$81,310 without the additive geotechnical services for \$6,760.

MOTION: By O'Keefe, seconded by Miller, to approve Resolution No.2099-0518 to Execute a Professional Services Contract to Prepare Plans and Specifications to Locate, Replace Existing, and Construct Redundant Sanitary Sewer Force Mains at Two Locations Within the District, as amended, in an amount not to exceed \$81,310

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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 24, 2018
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

C. Consideration of Change of Date for the Thursday, July 12, 2018 Regular Board Meeting to Wednesday, July 11, 2018

The Board agreed to change the date of the meeting to accommodate Director James' scheduling conflict and allow him to participate in the meeting.

MOTION: By Miller, seconded by O'Keefe, to change the regular Board Meeting Date from Thursday, July 12, 2018 to Wednesday, July 11, 2018.

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

VIII. Financial Statements – May 2018

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

The financial items were reviewed by the Board.

IX. Approval of Checks

A. Checks for May 24, 2018- Fund No. 3418 & 3423

MOTION: By Miller, seconded by James, to pay the bills, Check Nos. 25509 through 25534 in the amount of \$85,345.36

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

X. Future Agenda Items

June 14, 2018

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF MAY 24, 2018
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Draft Budget
Review Directors Meeting Compensation
July 4th Fair Discussion
Approve Salary Ranges for District Positions

June 28, 2018

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 4th Fair Discussion
Consent Decree Quarterly Report

XI. 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 14, 2018 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary