

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JULY 11, 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: Gilbert-Snyder, James, Miller, O'Keefe, Merrill
 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.

III. Public Comment: There was no public comment.

IV. Approval of Minutes

A. Approval of June 28, 2018 Board Meeting Minutes

MOTION: By James, seconded by Miller, to approve the minutes of the June 28, 2018 Board Meeting, as amended

VOTE: AYES: Gilbert-Snyder, James, Miller, O'Keefe, Merrill
 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
There were no reports given.
 - b. 4th of July Fair – Debriefing

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The Directors gave a review of their experience staffing the District booth at the 4th of July Fair and thanked the maintenance crew and other staff for all the help they provided to setup for the event.

B. Written Communications

1. California Association of Sanitation Agencies (CASA) Annual Business Meeting – August 9-10, Monterey Marriott, Monterey, CA

The Board reviewed the letter.

2. LAFCO Election Results - RDA Oversight Board - Special District Seat

The Board reviewed the email.

VI. Reports of Staff and Officers

A. Manager's Report

1. August 8-10, 2018 California Association of Sanitation Agencies (CASA) 63rd Annual Conference

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

2. Form 470 - Officeholder and Candidate Campaign Statement

The Manager reminded Director's to file their Form 470s.

VII. Business

- A. Resolution No. 2102-0718 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 17201

The Board reviewed and approved the resolution to file the Notice of Completion for Project No. 17201.

MOTION: By James, seconded by Gilbert-Snyder, to approve Resolution No 2102-0718 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 17201

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

NOES: None

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ABSTAIN: None

ABSENT: None

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 take no action and continue with the existing District Investment Policy as stated

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

NOES: None

ABSTAIN: None

ABSENT: None

C. Self-Assessment of Governance Questions Review

The Board completed a discussion regarding micro-management which was question #4 from the self-assessment of governance questionnaire completed at the Long Range Planning Workshop and felt their discussion also covered question #13 regarding not engaging in solution "re-engineering" at meetings. The Board asked to bring back the two remaining items (#18 and #53) from the questionnaire for consideration individually at future board meetings.

VIII. Approval of Checks

A. Checks for July 11, 2018 - Fund No. 3418 & 3423

MOTION: By James, seconded by O'Keefe, to pay the bills, Check Nos. 25587 through 25619 in the amount of \$41,780.96

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

NOES: None

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ABSTAIN: None

ABSENT: None

IX. Future Agenda Items

July 26, 2018

CLOSED SESSION – Quarterly Claims

CASA Conference

Reimbursement Report per Gov. Code 53065.5

Quarterly Financial Statements

Candidate Filing Period

Resolution – District Manager Salary

PUBLIC HEARING/RESOLUTION – Sewer Service Charges

PUBLIC HEARING/ORDINANCE – Director’s Meeting Compensation

CLOSED SESSION – Conference with Labor Negotiator

August 16, 2018

CASA Conference

CSDA Conference

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

Rules of Order

X. Adjournment

The meeting was adjourned at 8:08 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 26, 2018 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary