

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 17, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Christian-Smith called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
Absent: None
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: O’Keefe commented on the recent rise of covid cases. Gilbert-Snyder commented on his preference to vote for Vicki Osborn, Director of Emergency Management, Water Emergency Response Organization of Orange County, as secretary in the CalWARN election. There was no other public comment.

IV. Approval of Minutes

A. Approval of July 20, 2023 Board Meeting Minutes

MOTION: By Merrill, seconded by Gilbert-Snyder, to approve the minutes of the July 20, 2023 Board Meeting, as amended

VOTE: AYES: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
NOES: None
ABSTAIN: None
ABSENT: None

V. Communications

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A. Oral/Written Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
 - a. August 28-31, 2021 California Association of Sanitation Agencies (CASA) Annual Conference

In accordance with AB 1234, Directors Beach, Christian-Smith, and Merrill each reported on their attendance at the CASA conference.
2. KIDS for the BAY Watershed Action Program (WAP) Final Report

The Board received the report and expressed their appreciation of the efforts by KIDS for the BAY.

VI. Reports of Staff and Officers

A. Attorney's Report

Kokotaylo reported that Meyers Nave will be providing the Board's harassment prevention training at a special meeting immediately before the next regular Board Meeting, on California's newly proposed "Government Transparency Act", and that the FPPC will no longer be providing free AB 1234 training due to lack of funding.

B. Committee Reports

There were no committee reports.

C. Manager's Report

1. Monthly Maintenance Summary Report

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on a revised report for June and the sewer repair invoice that was paid in July.

3. Connection Charge Report per Gov. Code 66013

The Manager reported on the annual compliance report detailing the amount of charges received by the District and the public improvement on which the charges were solely expended. The report will be posted on the District's website for public review.

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4. 2023 California Special Districts Association (CSDA) Conference

The Manager reported on the upcoming CSDA conference.

VII. Business

A. Resolution No. 2232-0823 Approving Amendment No. 6 to the Legal Services Agreement with Meyers Nave and Authorizing the President of the Board to Execute the Amendment

The Board approved the resolution.

MOTION: By Merrill, seconded by O’Keefe, to approve Resolution No. 2232-0823 Approving Amendment No. 6 to the Legal Services Agreement with Meyers Nave and Authorizing the President of the Board to Execute the Amendment, as amended

VOTE: AYES: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith

NOES: None

ABSTAIN: None

ABSENT: None

B. Board/District Counsel Communications

The Board considered the draft policy on communication between individual Board Members and District Counsel.

MOTION: By Gilbert-Snyder, seconded by O’Keefe, to approve the Board/District Counsel Communications Policy as presented and to add the language to the Board Governance Manual

VOTE: AYES: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith

NOES: None

ABSTAIN: None

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ABSENT: None

VIII. Monthly Financial Statements

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

The financial items were reviewed by the Board with no significant issues.

IX. Approval of Checks

A. Checks for August 17, 2023 - Fund No. 3418 & 3423

MOTION: By O’Keefe, seconded by Beach, to pay the bills, Check Nos. 28273 through 28315 in the amount of \$584,722.87

VOTE: AYES: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith

NOES: None

ABSTAIN: None

ABSENT: None

X. Future Agenda Items

September 7, 2023

CSDA Conference Attendee Reports

Health Care Benefits Review

Consent Decree Quarterly Report

+Consideration of September 21st meeting cancellation

+AB 1661 Training @5pm (Special Meeting)

September 21, 2023

(none)

XI. Adjournment

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The meeting was adjourned at 8:36 P.M. The next meeting of the District Board of Directors will be held on Thursday, September 7, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary