

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 6, 2022
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Merrill called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith*, Gilbert-Snyder*, Miller*,
 O’Keefe*, Merrill
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel*
**via video-conference*

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:** Miller commented that all West Contra Costa Unified School District (WCCUSD) schools will be closed for students and staff on Friday, January 7 and Monday, January 10. There was no other public comment.

PUBLIC HEARING – ORDINANCE NO. 2178-0122 APPROVING INCREASE IN SEWER CONNECTION CHARGES

The Manager gave a report on the proposed sewer connection charges as follows: \$3,201 per dwelling unit for single-family residential; \$2,093 per dwelling unit for multi-family residential; \$123.10 per fixture unit for non-residential and detached accessory dwelling units; and \$271.19 per fixture unit for all development within the San Pablo Avenue Specific Plan Area. President Merrill opened the public hearing at 7:04 P.M. There were no members of the public in attendance nor any comments or objections received by mail or email. The Board had several inquiries that were clarified by the Manager and Counsel. The public hearing was closed at 7:20 P.M. The Board made final comments and began consideration of Ordinance No. 2178-0122.

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MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve Ordinance 2178-0122 Amending Chapter 7, Section 7.3 of the Stege Sanitary District Ordinance Code – Sewer Connection Charge

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

IV. Approval of Minutes

A. Approval of December 9, 2021 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by Miller, to approve the minutes of the December 9, 2021 Board Meeting, as amended

VOTE: AYES: Christian-Smith, Gilbert-Snyder, 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

Miller reported that the El Cerrito City Council Meeting scheduled for January 4th was cancelled.

B. Written Communications

1. KIDS for the BAY Watershed Action Program Update

The Board received the report.

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VI. Reports of Staff and Officers

A. Attorney's Report

Kokotaylo reported on the CDC update that shortens recommended isolation and quarantine period from 10 days to 5 days and will work with staff to update the District's policy.

B. Manager's Report

1. Director's Contact Info

The Manager asked the Directors to confirm their contact information.

2. Private Sewer Lateral Loan Program

The Manager reported on the beginning phase of the program.

3. EBMUD Wastewater Virtual Tour

The Manager reported on the invitation to tour the EMBUD plant virtually. Staff will follow up with EBMUD staff to setup a virtual tour geared specifically to District concerns at a future Board meeting.

4. 2022 California Association of Sanitation Agencies (CASA) Conferences

The Manager reported that due to the recent COVID surge associated with the omicron variant and out of an abundance of caution, CASA decided to cancel its upcoming Winter Conference scheduled for January 19-21 in Palm Springs.

5. 2022 California Special Districts Association (CSDA) Conference

The Manager reported on the upcoming CSDA conference.

VII. Business

A. Review of Resolution No. 2157-0221 Extending Emergency Paid Sick Leave and Emergency Family and Medical Leave for Stege Sanitary District Employees

The Board reviewed the leave provided to employees back in February 2021 and determined that it is no longer necessary to provide the District Manager with the authority to continue providing EPSL and EFML as of January 31, 2022.

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MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve a resolution to rescind Resolution No. 2157-0221 effective on January 31, 2022

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

B. Draft Long Range Planning Agenda

The Board reviewed and discussed the draft agenda for the long range planning workshop scheduled for Saturday, March 5, 2022.

C. Resolution No. 2179-0122 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning January 6 Pursuant to AB 361

The Board approved the resolution to make necessary findings to continue to meet remotely pursuant to Assembly Bill 361.

MOTION: By Gilbert-Snyder, seconded by Miller, to approve Resolution No. 2179-0122 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning January 6 Pursuant to AB 361

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

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VIII. Approval of Checks

A. Checks for January 6, 2022 - Fund No. 3418 & 3423

MOTION: By O’Keefe, seconded by Miller, to pay the bills, Check Nos. 27401 through 27433 in the amount of \$200,801.32

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

X. Future Agenda Items

January 27, 2022

CLOSED SESSION – Manager Performance Evaluation

Board Governance Manual Approval

Long Range Planning Workshop Agenda

Quarterly Financial Statements

SPASPA Status Report

~~CASA Conference—Attendee Reports~~ *Conference cancelled*

+AB 361 – 30 Day Virtual Meeting Extension

+PSL Loan Budget Authorization

February 17, 2022

Long Range Planning Workshop Agenda

District Performance Report

Board Training Summary

CASA Conference

Form 700

+AB 361 – 30 Day Virtual Meeting Extension

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CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9

Number of Potential Cases: 5

Lucia – Government Tort Claim filed: 5/26/2020

Jones – Government Tort Claim filed: 12/16/2020

Eng – Government Tort Claim filed: 8/19/2021

Mosher – Government Tort Claim filed: 8/11/2021

Shimoni – Government Tort Claim filed: 10/25/2021

The Board entered into closed session at 8:31 P.M. and returned to open session at 8:36 P.M. President Merrill announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 8:36 P.M. The next meeting of the District Board of Directors is scheduled to be held on January 27, 2022 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary