

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF APRIL 20, 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, O’Keefe* (connected at 7:25 P.M.), Merrill, Christian-Smith

Absent: None

Others Present: Rex Delizo, District Manager
Kristopher Kokotaylo, District Counsel
Thomas Troy*, Resident

*via remote conference

Per AB 2449, Director O’Keefe joined the meeting via remote conference due to a “just cause.” This is Director O’Keefe’s first use of this exception for this calendar year.

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 April 6, 2023 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by Merrill, to approve the minutes of the April 6, 2023 Board Meeting as submitted

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

NOES: None

ABSTAIN: None

ABSENT: None

V. Communications

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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.

B. Written Communications

There were no items to consider.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported on the requirement of a five-year findings report for development impact fees such as the District's San Pablo Avenue Specific Plan Area Impact Fee. Kokotaylo then reported that the opinion of the Second District Court of Appeal requiring local agencies to give notice on meeting agendas of CEQA exemption is no longer binding precedent due to the opinion being invalidated and ordered depublished by the California Supreme Court.

B. 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 that no payments were made in March.

3. San Pablo Avenue Specific Plan Area Status Report

The Manager reported on the status of the impact fee.

4. Draft Budget

The Manager reported on the initial draft of next fiscal year's budget.

Director O'Keefe connected remotely at this time in the meeting, and, per AB 2449, all votes conducted during the remote conferencing session were conducted by roll call vote.

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5. 4th of July Fair

The Manager reported on the planning for the upcoming fair and had the Board chose timeslots to staff the District booth.

VII. Business

A. Resolution No. 2223-0423 Rescinding Mandatory COVID-19 Vaccination or Test Policy

The Board approved the resolution.

MOTION: By Merrill, seconded by Beach, to approve 2223-0423
 Rescinding Mandatory COVID-19 Vaccination or Test Policy

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

B. Resolution No. 2224-0423 Authorizing Investment of Stege Sanitary District Funds with Time Value Investments

The Board approved the resolution.

MOTION: By Gilbert-Snyder, seconded by Beach, to approve Resolution No. 2224-0423 Authorizing Investment of Stege Sanitary District Funds with Time Value Investments

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

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C. Ad-Hoc Committees

The Board considered the use of ad-hoc committees for PSL loan public outreach, DEI, and to perform preliminary financial check report reviews.

MOTION: By Beach, seconded by Gilbert-Snyder, to approve an ad-hoc committee of Directors Beach and Gilbert-Snyder to develop a PSL loan public outreach plan by the end of the year and an ad-hoc committee of Directors Gilbert-Snyder and Christian-Smith to develop a DEI action plan by the end of the year

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

D. Local Agency Formation Commission (LAFCO) Election

The Board discussed the candidate statements to fill the vacancy on Contra Costa LAFCO due to the passing of Stan Caldwell and decided to take more time to research the candidates before casting a ballot which is due by May 19, 2023.

VIII. Financial Statements

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Monthly Cash on Hand vs. Target Reserves
- D. California Employers’ Retiree Benefit Trust (CERBT) Quarterly Statement
- E. Local Agency Investment Fund (LAIF) Quarterly Statement
- F. Private Sewer Lateral (PSL) Replacement Loan Program Quarterly Report

The financial items were reviewed by the Board.

IX. Approval of Checks

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A. Checks for April 20, 2023 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 28128 through 28141 in the amount of \$61,319,92

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

Resident Thomas Troy gave public comment via remote conferencing at this time on the Closed Session item regarding his Government Tort Claim filed on 5/2/2022.

CLOSED SESSION

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: District Manager Delizo

Unrepresented Employees: All District Employees

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: 1

Troy – Government Tort Claim filed: 5/2/2022

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board entered into closed session at 8:15 P.M. and returned to open session at 9:06 P.M. President Christian-Smith announced the Board had taken no reportable actions.

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X. Future Agenda Items

May 4, 2023

Draft Budget

Review of Comparable Agencies

July 4th Fair Discussion

Appointment of Labor Negotiator

CLOSED SESSION – Manager Performance Evaluation

May 18, 2023

Draft Budget

July 4th Fair Discussion

CLOSED SESSION – Manager Performance Evaluation

CLOSED SESSION – Conference with Labor Negotiator

XI. Adjournment

The meeting was adjourned at 9:10 P.M. The next meeting of the District Board of Directors will be held on Thursday, May 4, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary