

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF FEBRUARY 12, 2015
TIME OF MEETING: 7:00 P.M.

*****MINUTES*****

I. Call To Order: President Gilbert-Snyder called the meeting to order at 7:01 P.M.

II. Roll Call: Present: James, Merrill, Miller, O'Keefe, Gilbert-Snyder
Absent: None
Others Present: Rex Delizo, District Manager
Ben Reyes, 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.

IV. Approval of Minutes

A. Approval of Minutes January 29, 2015 Board Meeting

MOTION: By Gilbert-Snyder, seconded by James, to approve the minutes of the January 29, 2015 Board Meeting

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

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Miller announced that the El Cerrito City Council Meeting of February 3, 2015 was cancelled, but Council members met to interview applicants for commission vacancies.

B. Written Communications

1. Special District Leadership Foundation (SDLF) District Transparency Certificate of Excellence Renewal

The Board reviewed the letter from the SDLF indicating the application for renewal of the District Transparency Certificate of Excellence is due May 31, 2015 and gave staff direction to apply for renewal.

VI. Reports of Staff and Officers

A. Attorney's Report:

District Counsel, Ben Reyes, briefed the Board on the California Court of Appeals case between a general contractor, FTR International, Inc., and a public school district, Rio School District, regarding withholding of funds in a contract price dispute.

B. Manager's Report:

1. Form 700 – Statement of Economic Interest/Conflict of Interest

The Manager reported that each Director will be notified via email by Contra Costa County to fill out the forms electronically online.

2. Monthly Maintenance Summary Report – January 2015

The Manager reported on last month's maintenance activities to the Board.

3. Monthly Report of Sewer Replacements and Repairs

The Manager reported that an invoice for 6 sewer replacement locations was paid in the amount of \$501,693. There were no repairs invoiced in December.

4. Consent Decree Key Dates Summary

The Manager reported on the key Consent Decree dates.

5. California Association of Sanitation Agencies (CASA)

The Manager informed the Board of the upcoming CASA conferences for 2015.

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VII. Business

A. Board Governance Policy Manual

The Board reviewed the revised Board Governance Policy Manual and asked staff to re-write Section 19, District Elections Policy, to be clear when new Board members officially take office.

B. Strategic Planning

The Board discussed establishing a strategic plan for the District and asked staff to provide copies of strategic plans of other Districts to review.

C. Approval of Plans and Specifications – Large Diameter Sanitary Sewer Cleaning and CCTV Project, February 2015, Project No. 14204

The Board approved the plans and specifications for cleaning and CCTV inspection of approximately 5000 LF of 36”-42” diameter pipe in the Richmond Annex area, specifically Monterey Street and San Joaquin Street.

MOTION: By James, seconded by Merrill, to approve the Plans and Specifications – Large Diameter Sanitary Sewer Cleaning and CCTV Project, February 2015, Project No. 14204 and issue a public call for bids

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

D. Resolution No. 2039-0215 Making Findings and Directing Filing of Notice of Exemption, Pursuant to California Environmental Quality Act (CEQA), Large Diameter Sanitary Sewer Cleaning and CCTV Project – February 2015, Project No. 14204

MOTION: By James, seconded by Miller, to approve Resolution No. 2039-0215 Making Findings and Directing Filing of Notice of Exemption, Pursuant to California Environmental Quality Act (CEQA), Large

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Diameter Sanitary Sewer Cleaning and CCTV Project – February 2015,
Project No. 14204

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

VIII. Financial Statements – January 2015

- A. Monthly Investment, Cash, Receivables Report, January 2015
- B. Monthly Operating Statement, January 2015

The Board reviewed the financial statements.

IX. Approval of Checks

- A. Checks for February 2015 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by O’Keefe, to pay the bills, Check Nos. 23549 through 23580 in the amount of \$164,756.99

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

X. Future Agenda Items

March 12, 2015

Long Range Planning Discussion
CASA Conference

March 26, 2015

Long Range Planning Workshop Discussion
California Employer’s Retiree Benefit Trust (CERBT) Contributions

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The Board asked staff to add agenda items to future meetings regarding Public Art, Oak Tree Plaques, and an EBMUD Public Sewer Lateral (PSL) program update.

XI. Adjournment

The meeting was adjourned at 9:07 P.M. The next meeting of the Stege Sanitary District Board of Directors will be held on Thursday March 12, 2015 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary