

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 26, 2010
TIME OF MEETING: 7:00 P.M.

***** **MINUTES** *****

I. Call To Order: Vice President James called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Merrill, Miller, O'Keefe, James
Absent: Brand (provided prior notice of absence)
Others Present: Ben Reyes, District Counsel
Douglas Humphrey, District Manager

Agenda Items: Directors and Officers of the Board did not announce any conflict of interest posed by items on the meeting agenda.

Public Comment: There was no public comment.

CLOSED SESSION

Conference with District Counsel regarding Potential Litigation – one case
(Government Code Section 54956.9(b)(1))

The Board entered the closed session at 7:02 P.M. The Board returned to open session at 8:00 P.M. and Vice President James reported the Board had taken no reportable actions during the session.

IV. Approval of Minutes

A. Approval of Minutes of August 16, 2010 Board Meeting

MOTION: By O'Keefe, seconded by Merrill, to approve the minutes of the August 16, 2010 Board Meeting, as corrected.

VOTE: AYES: Merrill, Miller, O'Keefe, James,
NOES: None
ABSTAIN: 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. California Association of Sanitation Agencies (CASA) August 2010 Conference (CASA): Humphrey said that, although the District did not win the public outreach and education award for small agencies, Stege did receive an honorable mention certificate. He said it was stated at the CASA awards luncheon that this was the first time that honorable mention awards were given. Stege was one of 6 applicants in the public education and outreach category for small agencies. O'Keefe said that she really enjoyed the Wednesday morning seminar

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 26, 2010
TIME OF MEETING: 7:00 P.M.

presented by CSRMA and thought it was very interesting. She also liked the Marin group presentation regarding lateral programs and issues and noted some differences in their approach compared to how the Stege program was approved and implemented. Merrill said the talk by Mark Wade on conveyance systems was interesting and presented some information on collection systems relevant to Stege. He also commented on the presentation regarding marine protected areas and said the issue about brine or reject water arose at different times during the conference. Miller said he enjoyed the CSRMA and Marin group presentations as well. He also said the final speaker on Saturday, Phil Isenberg, was very interesting and a highlight of the conference.

B. Written Communications: Humphrey said there were none to consider.

VI. Reports of Staff and Officers

A. Attorney's Report: Reyes said he had no report for the Board this evening.

B. Manager's Report:

1. Monthly Maintenance Summary Report – July 2010 Humphrey commented that July was a good month for system maintenance and results. He reported that crews cleaned about 58,000 feet of main lines and videoed about 13,000 feet. There were 11 service calls and 4 of these were related to lateral problems. There were 4 service calls after normal working hours and crews responded immediately to all these calls.
2. Monthly Report of Sewer Repairs and Miscellaneous Capital Projects
3. Capital Improvement Projects
Humphrey said there was nothing to report on repairs or capital projects.
4. Miscellaneous Items
 - a. East Bay Municipal Utility District (EBMUD) Stipulated Order (SO) and Stege Sanitary District Administrative Order (AO) and SO
Humphrey gave the Board a very brief update on progress on AO reports.
 - b. Flow Results from 2009-10 Wet Weather Season Humphrey showed the Board flow results from three days during the last wet weather season, based upon the data received from EBMUD and their flow meters. He pointed out the peak day had an instantaneous flow of about 33 MGD and that this day did not match the peak rainfall data timing, according to the District rain gauge. He cautioned the Board that the data analysis by staff is preliminary and there will be more effort put into this by staff.
 - c. Compensation Disclosure/Notice Humphrey informed the Board about the potential for additional salary disclosure requirements, depending upon final actions by the state legislature later this week.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 26, 2010
TIME OF MEETING: 7:00 P.M.

- d. Sewer System Management Plan (SSMP) Update Humphrey said this was just a reminder to the Board that staff is updating the District SSMP, as is done every year at this time.

VII. Business: None.

VIII. Monthly Financial Statements – July 2010

A. Monthly Investment, Cash, Receivables Report, July 2010

B. Monthly Operating, Statement, July 2010

Humphrey noted that this is the first report of the new fiscal year and that there is a balance of about \$2.6 million in District investments, about as projected in the budget for the beginning of the fiscal year.

C. Financial Issues

Humphrey said there were no issues to discuss. He told the Board that the auditors had finished their preliminary field work and would return to complete their audit work in September.

IX. Approval of Checks

1. Checks for August 2010 - Fund No. 3418 & 3423.

MOTION: By Merrill, seconded by Miller, to approve payment of the bills, Check Nos. 20407 through 20434, in the amount of \$112,118.42 from Fund Nos. 3418 & 3423.

VOTE: AYES: Merrill, Miller, O'Keefe, James
NOES: None
ABSTAIN: None

X. Future Agenda Items

September 9, 2010

Meet with Labor Negotiator – District Manager's Compensation

District Emergency Response Preparedness Plan

Leadership in Energy and Environmental Design (LEED) Points Determination

September 23, 2010

Adopt Employee Incentive Award Goals and Objectives for FY 2010/2011

EBMUD SO and Stege SO

100-Year Anniversary Planning

Closed Session – District Counsel Performance Evaluation

Closed Session – Potential Litigation

Resolution Establishing Salary of District Manager

O'Keefe informed the Board that she would not be present at the October 21 meeting.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 26, 2010
TIME OF MEETING: 7:00 P.M.

Humphrey noted that the consideration of investment of Other Post Employment Benefits (OPEB) funds into trust would be an item at a future meeting, but he was not sure when the item will be ready for discussion.

XI. Adjournment

The meeting of the Stege Sanitary District Board of Directors was adjourned at 10:03 P.M. The next meeting of the Stege Sanitary District Board of Directors will be held on Thursday, September 9, 2010 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Douglas Humphrey
STEGE SANITARY DISTRICT
Secretary