

MEETING OF MARCH 10, 2009

TIME OF MEETING: 7:00 P.M.

***** MINUTES *****

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

II. Roll Call: Present: Brand, James, Miller, O’Keefe, Merrill
 Others Present: Douglas Humphrey, District Manager

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 of February 26, 2009 Board Meeting

MOTION: By O’Keefe, seconded by Miller, to approve the minutes of the February 26, 2009 Board meeting as corrected.

VOTE: AYES: Brand, James, Miller, O’Keefe, Merrill
 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

Merrill reported on the California Association of Sanitation Agencies (CASA) legislative “Day in the District” meetings with Senator Hancock’s and Assembly Member Skinner’s staffs on February 27 and March 6, respectively. The meeting in Hancock’s office was held in conjunction with West County Wastewater Agency representatives and the meeting in Skinner’s office was in conjunction with Central Contra Costa Sanitary District representatives. Merrill said the meetings provided an opportunity to present issues that are important to Stege, and private lateral ordinances and possible future legislation regarding lateral testing and replacements were major issues discussed.

Miller said he was impressed with Mr. Rosado from Hancock’s office, because he seemed interested and was not afraid to ask questions about issues with which he was not familiar. Merrill said he thought that the Manager should provide some feedback to CASA to let them know we met with staff members rather than the legislators. O’Keefe said she did not think it was a problem to meet with staff instead of the legislators, since staff often does much of the work and it is good to explain issues to them. James said he agreed it was a good idea to provide feedback about

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the meetings to Mike Dillon. Humphrey said he would provide feedback to CASA about the process and how it may be improved.

B. Written Communications:

1. California Economy, Probable Drought will Make 2009 an Interesting Year – Contra Costa Chapter of California Special Districts Association Newsletter
2. Contra Costa Local Agency Formation Commissions (LAFCO) “Notice and Agenda for Regular Meeting” – March 11, 2009
3. Contra Costa Local Agency Formation Commission Proposed FY 2009-2010 LAFCO Budget

There was a brief discussion about the written items. There were some questions about LAFCO and the status of the Municipal Service Reviews (MSR). Humphrey indicated there had been no contact for almost a year regarding the MSR that affects Stege.

VI. Business

A. Administration Building Project – Project Status

Humphrey provided the Board with an update of the status of the project. He said the demolition is proceeding well, the identified trees have been removed and their stumps have been grounded two feet below grade. The contractor is working on removing roots and debris from the area and should be done with all work in about one more week. Humphrey said that the City staff has indicated to the architect that they expect to issue a building permit in about two weeks. Humphrey said that Anchor has completed the prequalification package for contractors that may bid on the construction of the building, and a notice will be sent to the builders' exchanges and posted on the Stege site in the next week. The final date for submitting a prequalification package will be about April 1. The existing schedule includes bidding in mid April to early May and contract award in early May. Construction should begin shortly thereafter.

B. Status Report on Permitting Issues

Humphrey provided an update report on the NPDES permit renewal and associated issues such as the Environmental Protection Agency (EPA) audit. Staff is preparing for the EPA audit, which has now been scheduled for March 30 and 31. Humphrey reported that all East Bay Municipal Utility District (EBMUD) satellite agencies met with Oakley Water Strategies and John Larson to discuss upcoming EPA audits. Stege will be the first EBMUD satellite agency to undergo the audit. Humphrey also said he is still working with District Counsel to attempt to convene the various city attorneys from the satellites, in hopes that a cost sharing for professional resources may be accomplished as well as discussion about legal considerations involved with the permits and orders that satellites are likely to receive in the near future.

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VII. Approval of Checks

A. Checks for February 2009 - Fund No. 3418

MOTION: By Miller, seconded by James, to approve payment of the bills, Check Nos. 19043 through 19072 in the amount of \$144,805.11 from Fund Nos. 3418 & 3423.

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

VIII. Future Agenda Items

March 26, 2009

Approve Draft Action Plan

Administration Building Project Status

Stege Sanitary District Travel Reimbursement Policy - revision

O'Keefe noted that she will not be present at the March 26 meeting.

April 9, 2009

Review District Investment Policy

Quarterly Lateral Report

IX. Adjournment

The meeting of the Stege Sanitary District Board of Directors was adjourned at 9:43 P.M. The next meeting of the Stege Sanitary District Board of Directors will be held on Thursday, March 26, 2009 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Douglas Humphrey
STEGE SANITARY DISTRICT
Secretary