

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF MARCH 10, 2011

TIME OF MEETING: 7:00 P.M.

***** MINUTES*****

- I. Call to Order:** President James called the meeting to order at 7:03 P.M.
- II. Roll Call**
- | | |
|-----------------|---|
| Present: | Brand (arrived at 7:05 P.M.), O'Keefe, Merrill,
Miller, James |
| Others Present: | Rick Nedell, Anchor Engineering, Inc.
Rex Delizo, Senior Engineer / Deputy Manager |

Agenda Items: Directors and Officers of the Board did not announce any conflict 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 24, 2011 Board Meeting

MOTION: By Merrill, seconded by Miller, to approve the minutes of the February 24, 2011 Board Meeting, as corrected.

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

V. Communications

A. Oral Communications:

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
Miller reported attendance at the recent El Cerrito City Council Meeting and a presentation on Water Reuse Management by the Wholly H2o organization.

B. Written Communications:

1. Memo Dated February 25, 2011 from Greg Enholm regarding Request for Information on Elected Officials.
The Board agreed the request is public information and already available on the Stege website but did not want photos of the Board members included in the publication.
2. March 3, 2011 Letter from California Association of Sanitation Agencies (CASA) regarding Special Hearing on Consolidation and Property Taxes.
This was an informational item and no action was needed.

VI. Reports of Staff and Officers

A. Manager's Report

1. Miscellaneous Items

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a. Stege Administrative Order (AO) and Stipulated Order (SO), East Bay Municipal Utility District (EBMUD) Issues

Stege received a status summary from Michelle Moustakas of the United States Environmental Protection Agency (EPA) on 3/1/2011 indicating all submittal documents to date from the Stege Sanitary District are approved. A press release by the EPA regarding the Stipulated Order is expected to be out on March 15th.

The Board directed staff to put out a press release on the same subject on the same day, so that the press would have more than just the point of view of the EPA, the Regional Board, and Baykeeper.

b. Other

The Board was informed that the California Employers' Retiree Benefit Trust (CERBT) requires an actuarial valuation biennially and all members must be "aligned" beginning 6/30/11. "Alignment" means that all the members' valuations are done at the same time and using the same actuarial assumptions.

The Board was reminded about the upcoming CASA Spring Conference on April 27-29, 2011. Merrill and Miller will attend and require accommodation arrangements. James will also attend but does not require accommodation arrangements. O'Keefe will not attend. Brand will inform staff of his intentions by the April 7th Board meeting.

Miller proposed having board members' address, phone number, and email on our website similar to West Contra Costa Unified District. The Board agreed on having email addresses posted with Stege Sanitary District extensions that would then be forwarded to the individual Board members personal email addresses.

VII. Business

A. Consideration of Anchor Engineering Request for Additional Compensation – Administration Building Project

Rick Nedell addressed the Board giving details of the additional compensation required to mitigate excessive noise and loud rumbling from the HVAC system.

MOTION: By Merrill, seconded by Miller, to approve payment of the additional compensation amount of \$19,836.50 to Anchor Engineering, Inc.

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

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B. Draft Action Plan for 2011

Merrill noted the lack of a revised organizational chart in Issue #4, Future District Organization, and asked that it be added.

MOTION: By Merrill, seconded by Miller, to approve the Draft Action Plan for 2011, as corrected.

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

NOES: None

ABSTAIN: None

C. Consideration of Ms. Fujii’s request for Issuance of Unconditional Compliance for Lateral, 5617 Barrett Avenue, El Cerrito

Ms. Fujii is requesting a full 10 year compliance certificate for her sewer lateral after claiming to be misled by her plumbing contractor. She claimed that she was not informed by the contractor that she would be receiving a “conditional compliance” due to the City of El Cerrito moratorium restrictions on her street. The Board discussed the situation and directed staff to video the portion of Ms. Fujii sewer lateral in the street and report back to the Board the condition of the lower sewer lateral, because if the unrepaired portion is in good shape there is no reason not to issue the full compliance certificate.

VIII. Approval of Checks

1. Checks for March 2011 – Fund No. 3418 & 3423.

MOTION: By Miller, seconded by O’Keefe, to approve payment of the bills, Check Nos. 20868 through 20903, in the amount of \$110,559.48 from Fund Nos. 3418 & 3423.

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

NOES: None

ABSTAIN: None

X. Future Agenda Items

March 24, 2011

Stege AO & SO

Ordinance Code Revisions – Claims, Laterals

Stege 100th Anniversary – Discussion of Stege History Publication

Ms. Fujii request for Issuance of Unconditional Compliance

April 7, 2011

Quarterly Claims Report

Quarterly Lateral Report

CASA Spring Conference Attendance

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XI. Adjournment

The meeting of the Stege Sanitary District Board of Directors was adjourned at 8:29 P.M. The next meeting of the Stege Sanitary District Board of Directors will be held on Thursday, March 24, 2011 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary