

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF OCTOBER 6, 2011
TIME OF MEETING: 7:00 P.M.

*****MINUTES*****

I. Call To Order: President Miller called the meeting to order at 7:03 P.M.

II. Roll Call: Present: Brand, Merrill, O’Keefe, Miller
Absent: None
Vacant: One
Others Present: Rex Delizo, District Manager
Paul Soo, Assistant Engineer

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 September 22, 2011 Board Meeting

MOTION: By Merrill, seconded by O’Keefe, to approve the minutes of the September 22, 2011 Board Meeting, as amended.

VOTE: AYES: Merrill, O’Keefe, Miller
NOES: None
ABSTAIN: Brand
ABSENT: None
VACANT: One

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

Miller attended the City of El Cerrito City Council Meeting and reported Council discussed whether to become a Charter City and directed staff to provide more information at a later meeting. Miller and O’Keefe reported attendance at the Emergency Preparedness Fair at the Del Norte BART station on September 24th. O’Keefe will provide staff with a contact regarding outbreak vaccinations.

B. Written Communications:

There were no written communications to consider.

VI. Reports of Staff and Officers

A. Manager’s Report:

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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About a month ago Delizo, Soo and several other East Bay Collection System Advisory Committee (EBCSAC) members took a tour of the East Bay Municipal Utility District (EBMUD) wastewater treatment plant. EBMUD asked if Board members were interested in a tour as well. Board members were open to a tour preferably on a weekend.

Delizo reported that, so far, two applications have been submitted for the Board vacancy. Both applications were from residents of Kensington.

1. Carlson Blvd. Manholes and Sewers
Soo gave the Board an update on the status of the District manholes and sewers during the construction of the Carlson Blvd. Improvements Project by the City of Richmond.
2. Stege Sanitary District Stipulated Order & East Bay Municipal Utility District (EBMUD) Stipulated Order
 - a. Regional Private Sewer Lateral Outreach Meeting
 - b. EBMUD Flow Modeling and Limits Report Workshop

The Regional Private Sewer Lateral Outreach Meeting was held at the El Cerrito Community Center on October 4th as scheduled. About 30 people attended including residents, staff, directors, realtors and contractors. There were a lot of questions directed toward EBMUD regarding the details of the new program.

The EBMUD Flow Modeling and Limits Report (FMLR) Workshop was held on October 5th as scheduled. The presenters stressed that the FMLR addresses existing infrastructure only and does not account for construction of increased interceptor capacity or extra storage. As requested by the communities, there was a section of the FMLR that addresses implementation issues of the capacity flow. The issues included achievability of the infiltration and inflow reductions and preferred use of an adaptive management process. The Board asked about inclusion of a margin of error calculation in the FMLR.

VII. Business

A. Nomination and Election of Board Officers

With the resignation of President Jay James as of September 30, 2011, Vice President Al Miller, by succession, is now President of the Stege Sanitary District Board of Directors. O'Keefe accepted her nomination as the new Vice President.

MOTION: By Merrill, seconded by Brand, to elect Beatrice O'Keefe for Vice President of the Stege Sanitary District Board of Directors.

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	NOES:	None
	ABSTAIN:	None
	ABSENT:	None
	VACANT:	One

B. Approval of Employee Incentive Award Goals & Objectives for Fiscal Year 2011-2012

Merrill would like to see this item revisited at a future Long Range Planning meeting since this appears to be an Award for Performance instead of an Incentive. O'Keefe believes the workers compensation savings is an excellent incentive because of its focus on safety. Miller thought the new incentive of performing some repairs in-house was a good idea as long as the staff was capable, the repairs did not impact production and the savings were well documented. Merrill indicated concern with employees performing repairs in place of their regular duties and requested management watch this closely.

MOTION: By O'Keefe, seconded by Brand, to approve the Employee Incentive Award Goals and Objective for Fiscal Year 2011-2012.

VOTE:	AYES:	Brand, Merrill, O'Keefe, Miller
	NOES:	None
	ABSTAIN:	None
	ABSENT:	None
	VACANT:	One

C. Consideration of Solar Power Partnership with City of El Cerrito

The Board was provided a free preliminary feasibility solar assessment by Rachel DiFranco of SmartSolar for review. The report indicated the savings outweighing the initial investment after 20 years (simple payback), assuming a modest 4.5% increase in electricity costs annually. The report suggested a better scenario would be to engage in a power purchase agreement (PPA) in which a third party would own the system and Stege would pay that company for the power produced by that system. Another option would be a solar lease in which Stege would lease the system for a specified amount each month over a specific period of time, usually 10 or 15 years. The Board agreed to pursue the partnership with the City of El Cerrito only if there are no upfront costs for either another feasibility study or for system installation and operation.

VIII. Approval of Checks

A. Checks for October 2011 - Fund No. 3418 & 3423

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MOTION: By Merrill, seconded by O'Keefe, to approve payment
 of the bills, Check Nos. 21328 through 21357, in the amount of
 \$71,848.63

VOTE:	AYES:	Brand, Merrill, O'Keefe, Miller
	NOES:	None
	ABSTAIN:	None
	ABSENT:	None
	VACANT:	One

IX. Future Agenda Items

October 20, 2011

Stege Sanitary District Stipulated Order
 East Bay Municipal Utility District (EBMUD) Stipulated Order
 Quarterly Lateral Report
 Quarterly Claims Report
 Board Vacancy - Application Review
 100th Year Anniversary Planning – Event Planner

November 3, 2011

Flexible Benefits Plan Review – Contribution Rate
 Board Vacancy- Candidate Interviews

X. Adjournment

The meeting was adjourned at 8:52 P.M. The next meeting of the Stege Sanitary
 District Board of Directors will be held on Thursday, October 20, 2011 at 7:00
 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
 STEGE SANITARY DISTRICT
 Secretary