

ALMONTE SANITARY DISTRICT

P.O. BOX 698, MILL VALLEY, CALIFORNIA 94942-0689 (415) 388-8775

DIRECTORS

Lew Kious, Chair
Anne Lahaderne, Secretary-Treasurer
Linda Rames
Kevin Reilly

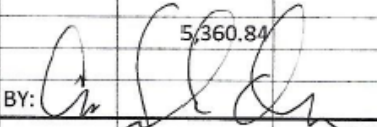
DISTRICT MANAGER

Shonn Dougherty

Minutes from March 25, 2019 Regular Meeting of the Board of Directors at Sewerage Agency of Southern Marin 450 Sycamore Avenue, Mill Valley

1. Call to Order: Chair Kious called the meeting to order at 7:00 P.M. Present: Lew Kious, Anne Lahaderne, Linda Rames, Kevin Reilly (arrived at 7:03 P.M.), Shonn Dougherty (District Manager) Dave Haflich (Assistant Manager).
2. Approval of Minutes for February 25, 2019. Motion to Approve by Anne Lahaderne, Linda Rames, Seconded. Approved 3-0.
3. Public Open Time:
4. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2018-2019, Almonte has spent \$370,459.09, which is 49.9% of the annual budget. This period equates to 75% of the 2018-2019 annual budget. We have \$1,040,761.18 remaining in reserves. Anne caught a deposit discrepancy of .49 cents on last payroll cycle made by US Bank. Motion to Approve Warrant List made by Linda, Anne seconded. Approved 4-0.
5. Reports by Representatives to Other Meetings: The SASM Board approved \$2.3 million dollars to award a construction project to redo the Ricardo Road Pump Station. The annual SASM planning session will be held at the Mill Valley Public Library. There is a newly constructed wall at the back entrance of SASM near the Public Works Department gate. SASM and the Mill Valley Arts Commission are considering awarding an artist to paint a mural on wall.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet.
7. New Business: Shonn informed Board that he received an email from Jerry Burger in the Public Works Department about a sink hole on Rosemont Ave. County believes it is our responsibility to repair. Adam Gallagher and Pippin from Nute Engineering were contacted and couldn't find source of problem from manhole, they believe it was an abandoned line that wasn't dismantled properly. Further investigating and repair needs to be done. Almonte's line was videoed and no leaks

MARCH 2019
Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	3,700.00	3,700.00	3,069.15	10260	
David Haflich	Salary	500.00	500.00	461.75	10261	
Lew Kious/Almonte	1	125.00	125.00	189.32	10262	
SASM	1	80.00	80.00			
Anne Lahaderne	1	125.00	125.00	115.44	10263	
Linda Rames	1	100.00	100.00	92.35	10264	
Kevin Reilly	1	100.00	100.00	92.35	10265	
Alyssa Schiffmann	1099 1.5 hrs	\$130/hr	195.00	195.00	10266	
Paystar Charges			74.00		EFT US Bank	
Employer Soc. Sec			293.26		EFT US Bank	
Employer Medicare			68.58		EFT US Bank	
Total Financial Liability			5,360.84		US Bank	
BY:					Anne Lahaderne Sec/Treas	
DATE:	3-25-19					


On March 20th, 2019 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT APPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

WARRANT NUMBER	IN FAVOR OF	PURPOSE	FUND TO BE CHARGED	OBJECT	AMOUNT
182180284	Roto Rooter (Donald J. Calegari Ent. Inc.)	(Invoice #'s) 13285632, 13282409, 13296930, 13321206, 13326901, 13332836, 13350853, 13350421, 13359465, 13355857 - 7 USA's @ \$168.00 and 2 USA's @ \$198 (\$2,097.50 Cleaning Program, \$1,429.00 sink hole Rosemont)	8035	521810	5,088.50
182180285	Shonn Dougherty	Fed Ex Copies(\$24.60), AT&T Phone(\$71.84)	8035	521810	96.44
182180286	Almonte Sanitary District	Payroll Funding, Exact February Payroll Liability	8035	511110	5,360.84

SUMMARIES BY CLASS

511110 - SALARIES 5,360.84
 521810 - OPERATING EXPENSES 5,194.94
 522512- CAPITAL PROJECTS
Total 10,555.78

PAGE TOTAL: \$10,555.78

BY: 
 TITLE: Secretary/Treasurer Anne Lahaderne Sec/Treas

reported. There is an abandoned line that runs into manhole. Roto Rooter placed a 5'x6' plate over sink hole for temporary fix. Lew is in favor of fixing problem and then allocating cost to responsible party if not Almonte's fault. Kevin would like something in writing from County that they will reimburse repair if professional judgment points to County and not our infrastructure as root of problem. Board voted to take action on emergency repair. Kevin motioned, Lew seconded, Approved 4-0.

8. Old Business: Kevin has email addresses to send to Lew for Board Member recruitment. There are about 200 addresses to send a letter informing residents that a seat is open in Almonte's District.

Lew informed Board that that his Special District vote for LAFCO seat on Ballot would be for Lew, Todd and Jack in that order.

9. Board Directors Members Open Time: Lew asked Board to consider low income rebates for Almonte's residents much like the Ross Valley District allows. Board will gather more information and present a possible vote in future. Website needs to be updated and improved, Shonn taking on task.
10. Next Meeting Date: The next Regular Meeting was set to be April 22, 2018, 7:00pm in the SASM Conference Room.
11. Adjournment: The meeting was adjourned at 7:45pm. Motion to adjourn made by Linda, Seconded by Lew. Approved 4-0.