# ALMONTE SANITARY DISTRICT

P.O. BOX 698, MILL VALLEY, CALIFORNIA 94942-0698 (415) 388-8775

DIRECTORS
Lew Kious, Chair
Casey Bertenthal, Secretary-Treasurer
Anne Lahaderne
Linda Rames
Laura Marks

DISTRICT MANAGER
Shonn Dougherty

## Minutes from January 26, 2025

Regular Meeting of the Board of Directors
at Sewerage Agency of Southern Marin
450 Sycamore Avenue, Mill Valley

1. Call to Order: Chair Lew Kious called the meeting to order at 6:00 P.M. Present: Lew Kious, Linda Rames, Anne Lahaderne, Casey Bertenthal, Shonn Dougherty (District Manager).

2. Approval of Minutes for December 22, 2025 Meeting. Motion to Approve by Anne, Seconded by Casey. Approved 4 -0.

3. Public Open Time:

4. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2025-26, we have spent $475,354.67. This period equates to 58.3% of the 2025-26 annual budget year. We have $722,683.60 remaining in reserves. Motion to Approve made by Linda, Seconded by Casey. Approved 4-0.

5. Reports by Representatives to Other Meetings: Lew attended the SASM monthly meeting and didn't have anything out of the ordinary to report. He reminded the Board that the Main County Special Disticts Association general meeting will be held at the Tamalpais Community Center on February 3rd. Lew encouraged the Board Members to attend.

January 2026
Staff Consultant Payments

| Almonte Payroll | # of Meetin | Rate | Gross Amt | Net Amt | Check # or Function | Notes |
|---|---|---|---|---|---|---|
| Shonn Dougherty | Salary | 4,618.50 | 4,618.50 | 3,838.57 | V13279318 | |
| David Haflich | Salary | 500.00 | 500.00 | 461.75 | V13279319 | |
| Lew Kious/Almonte | 2 | 175.00 | 350.00 | 323.22 | V13279320 | ASD,SASM |
| Anne Lahaderne | 1 | 150.00 | 150.00 | 138.52 | V13279321 | |
| Laura Marks | | | | | | |
| Linda Ramos | 1 | 150.00 | 150.00 | 138.52 | V13279322 | |
| Casey Bertenthal | 1 | 175.00 | 175.00 | 161.61 | V13279317 | |
| Alyssa Schiffmann | 1099-1hr | $152/hr | 152.00 | 152.00 | V13279323 | |
| Coastal Payroll Charges | | | 334.02 | | EFT US Bank | |
| Employer Soc. Sec | | | 368.50 | | EFT US Bank | |
| Employer Medicare | | | 86.20 | | EFT US Bank | |
| Total Financial Liability | | | 6,884.22 | | US Bank | |
| | | BY: | | | Casey Berten | Sec/Treas |
| | | DATE: | 1/28/26 | | | |

On January 26, 2026 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 |
|---|---|---|---|---|---|
| 182800744 | Roto Rooter (Donald J Calegari Ent. Inc.) | Manhole repair Helen Lane | 8035 | 521810 | 600.00 |
| 182180745 | Shonn Dougherty | AT&T District Phone Bill ($43.20), Google Workspace ($33.60), Goodman Building Supply ($43.70) | 8035 | 521810 | 120.50 |
| 182180746 | Nute Engineering | CIP 2025 | 8035 | 521810 | 950.00 |
| 182180747 | Streamline | 2026 Website Hosting Fee | 8035 | 521810 | 2,188.20 |
| 182180748 | Almonte Sanitary District | Payroll Funding, January Liability | 8035 | 511110 | 6,884.22 |

**SUMMARIES BY CLASS**

| | | |
|---|---|---|
| 511110 | SALARIES | 6,884.22 |
| 521810 | OPERATING EXPENSES | 2,908.70 |
| 522512 | CAPITAL PROJECTS | 950.00 |
| | **Total** | 10,742.92 |

**PAGE TOTAL: 10,742.92**

BY: _____ Casey Bertenthal

TITLE: Secretary Treasurer Sec/Treas

6. Manager's Report: A comprehensive Manager's report was included in the Board Packet.

7. New Business:

1. Resolution no. **2026-01** calling for the election of Almonte Board Directors held on June 2nd 2026. Linda Rames and Casey Bertenthal have 4-year term positions up for election. The Board adopted and passed a resolution to be presented to the voters shall be to elect the above members to the Board of Directors.

8. Old Business:

1. **2025 CIP Update-** Shonn updated the Board on the Capital Improvement Project. Bayside Trenchless is waiting on the County to issue an encroachment permit before they can start the project.

9. Board Directors Members Open Time:

10. Next Meeting Date: February 23, 2026 @ 6pm.

11. Adjournment: The meeting was adjourned at 6:24 pm. Motion to adjourn made by Anne, Seconded by Lew. Approved 4-0.