

# 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  
Robert Cox  
Casey Bertenthal

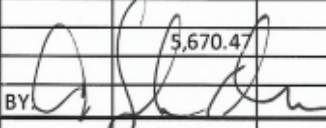
DISTRICT MANAGER  
Shonn Dougherty

## Minutes from August 30, 2021

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 5:04 P.M. Present: (Via Zoom Video Platform) Lew Kious, Anne Lahaderne, Linda Rames, Robert Cox, Casey Bertenthal, Shonn Dougherty (District Manager).
2. Approval of Minutes for July 26, 2021 Meeting. Motion to Approve by Linda, Seconded by Robert. Approved 5-0.
3. Public Open Time: No Public present, so Lew moved up item 8. Section 1. In Old Business- 2021 CIP (Bid Presentation Results/ Award Bid). Pippin Cavagnaro from Nute Engineering presented the Board with information about the CIP bidding process and recommended lowest qualifying bidder amongst 5 contractors for the 2021 CIP. The Board agreed that Hardiman Construction should be awarded the Base Bid for \$412,946.00 and the Alt Bid to not exceed \$62,102.00, for a total of \$475,048.00. Motion to Approve made by Linda, Seconded by Robert. Approved 5-0.
4. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2021-2022, we have spent, \$51,021.61 which is 4.2% of the annual budget. This period equates to 16% of the 2021-2022 annual budget. We have \$1,090,193 remaining in reserves. Motion to approve Warrant List and payroll made by Lew, Seconded by Casey. Approved 5-0.
5. Reports by Representatives to Other Meetings: Lew reported that he attended the Statewide California Association of Sanitary Agencies (CASA) meeting. The Tiburon and Corte Madera Sanitary Districts regularly attend CASA meetings. The two most important items were sea level rise and the Solid Waste Law in effect on January 1, 2022. Every District near the ocean will have to redo their lines to some degree due to sea level rise. Solid Waste Law enforcement will be differed at least a year even though it is in effect on January 1<sup>st</sup> 2022.

August 2021  
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	3,081.52	10474	
David Haflich	Salary	500.00	500.00	461.75	10475	
Lew Kious/Almonte	1	125.00	125.00	300.14	10476	Lew attended 3 Meetings- CASA, CSDA, ASD
	2	100.00	200.00			
Anne Lahaderne	1	125.00	125.00	115.44	10477	
Linda Rames	1	100.00	100.00	92.35	10478	
Robert Cox	1	100.00	100.00	92.35	10473	
Casey Bertenthal	1	100.00	100.00	92.35	10472	
Alyssa Schiffmann	1099- 2 hrs	\$130/hr	260.00	260.00	10479	
Coastal Payroll Charges			81.80		EFT US Bank	
Employer Soc. Sec			306.90		EFT US Bank	
Employer Medicare			71.77		EFT US Bank	
Total Financial Liability			5,670.47		US Bank	
	BY:				Anne Lahaderne	Sec/Treas
	DATE:	8-30-21				

AUDITOR -CONTROLLER  
ROOM 225, CIVIC CENTER  
SAN RAFAEL, CA 94903

ALMONTE SANITARY DISTRICT

August 30, 2021

On August 30, 2021 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT  
APPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

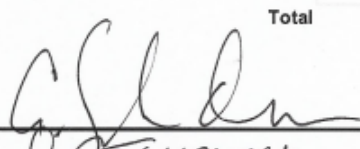
WARRANT NUMBER	IN FAVOR OF	PURPOSE	FUND TO BE CHARGED	OBJECT	AMOUNT
182180444	Roto Rooter (Donald J Calegari Ent. Inc.)	USA's 6@ \$168.00, (\$1,008.00) , 2021 Cleaning Program \$26,491.50.	8035	521810	27,499.50
182180445	Shonn Dougherty	AT&T District Phone Bill-(\$36.78), Office Depot- Printer INK (\$76.46)	8035	521810	113.24
182180446	R3 Consulting Group, Inc.	Analysis and Planning for 9 MVRs Franchises, \$1,066.94 per Franchise	8035	521810	1,066.94
182180447	Central Marin Sanitation Agency	Inspection FOG Program	8035	521810	221.44
182180448	USA North 811	Annual Membership Fee & 2020 Billable Ticket Fee	8035	521810	377.13
182180449	USA North 811	California Fee For Regulatory Costs, 611 Tickets	8035	521810	286.77
182180450	Nute Engineering	2021 CIP Engineering	8035	521810	8,026.75
182180451	Almonte Sanitary District	Payroll Funding, Exact August Payroll Liability	8035	511110	5,670.47

**SUMMARIES BY CLASS**

511110 SALARIES	5,670.47
521810 OPERATING EXPENSES	29,565.02
522512 CAPITAL PROJECTS	8,026.75

**Total** 43,262.24

PAGE TOTAL: 43,262.24

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

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

7. New Business:

**APPROVAL OF 2019-2020 ALMONTE SANITARY DISTRICT AUDIT**

The Board reviewed the Audit completed by RJ Ricciardi. Lew suggested we get bids from two Auditors for next year's Audit. Motion to Approve Audit made by Anne, seconded by Linda. Approved 5-0.

8. Old Business: 2021 CIP Moved up to line item 3.

9. Board Directors Members Open Time: Lew reminded Board to complete their Ethics Training and reminded the Board that in person meetings will be returning soon. Linda suggested quarterly in person meetings when the Covid video regulations are lifted. The Board favors video meetings but wanted to give the public an opportunity to attend in person meetings.

10. Next Meeting Date: Sept 27, 2021 @ 5pm.

11. Adjournment: The meeting was adjourned at 5:37pm. Motion to adjourn made by Casey, Seconded by Anne. Approved 5-0.