
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
Robert Cox

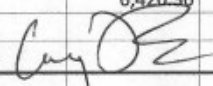
DISTRICT MANAGER

Shonn Dougherty

Minutes from December 19, 2022 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 5:02 P.M. Present: (Via Zoom Video Platform) Lew Kious, Anne Lahaderne, Linda Rames, Robert Cox, Casey Bertenthal, Shonn Dougherty (District Manager).
2. AB 361 Adopt a Monthly Resolution to Meet Remotely: Motion to Approve by Anne, Seconded by Casey. Approved 5-0.
3. Approval of Minutes for November 28, 2022 Meeting. Motion to Approve by Casey, Seconded by Robert. Approved 5-0.
4. Public Open Time:
5. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2022-23, we have spent \$108,195.56 which is 8.5% of the annual budget. This period equates to 50% of the 2022-23 annual budget year. We have \$771,506.43 remaining in reserves. Motion to approve made by Anne, Seconded by Linda. Approved 5-0.
6. Reports by Representatives to Other Meetings: Lew attended two meetings, the DC3 and SASM Board Meeting. DC3 was a short meeting, topics included reorganizing a new structure for the office of emergency services. The Fire Chief now has more authority within the office of emergency services. An update on public health was presented to the Board. Numbers are going up with RSV and Covid 19. Higher amounts of virus in wastewater being reported by sanitary districts. SASM meeting covered election of 3 officers, President, Vice President and Secretary. Lew was re-elected as President, the Vice President and Secretary were re-elected as well.

December 2022
Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	4,066.67	4,066.67	3,363.73	10601	
David Haflich	Salary	500.00	500.00	461.75	10602	
Low Kiou/Almonte	2	175.00	175.00	461.75	10603	Meetings-Almonte, SASM, DC3
	1	150.00	150.00			
Anne Lahaderne	1	150.00	150.00	138.52	10604	
Linda Rames	1	150.00	150.00	138.52	10605	
Robert Cox	1	150.00	150.00	138.52	10600	
Casey Bertenthal	1	175.00	175.00	161.61	10599	
Alyssa Schiffmann	1099-1.5 hr	\$135/hr	202.50	202.50	10606	
Coastal Payroll Charges			90.76		EFT US Bank	
Employer Soc. Sec			352.88		EFT US Bank	
Employer Medicare			82.55		EFT US Bank	
Total Financial Liability			6,420.36		US Bank	
BY:					Casey Bertenthal	Sec/Treas
DATE:	12/20/22					

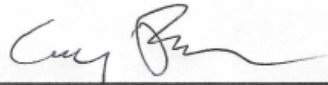
On December 19, 2022 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT APPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

WARRANT NUMBER	IN FAVOR OF	PURPOSE	FUND TO BE CHARGED	OBJECT	AMOUNT
182180543	Roto Rooter (Donald J Calegari Ent Inc)	4 USA's, 3 @ \$180.00, 1 @ \$450.00, 218 Princeton Repair \$1,825.00	8035	521810	2,815.00
182180544	Shonn Dougherty	AT&T District Phone Bill (\$41.62), McAfee Renewal (\$149.99), Google Workspace (\$12.00), USPS Stamps (\$18.00) Microsoft 365 Annual Renewal (\$69.99) Annual County Encroachment Permit (\$501.52)	8035	521810	793.12
182180545	Slate Water Resource Control Board	Annual Permit Fee 2023	8035	521810	3,453.00
182180546	Nute Engineering	2022-23 CIP Engineering INV# 22348	8035	522512	4,577.00
182180547	Almonte Sanitary District	Payroll Funding, December Payroll Liability	8035	511110	6,420.36

SUMMARIES BY CLASS

511110 SALARIES	6,420.36
521810 OPERATING EXPENSES	7,061.12
522512 CAPITAL PROJECTS	4,577.00
Total	18,058.48

PAGE TOTAL: 18,058.48

BY:  Casey Bertenthal
TITLE: Secretary Treasurer Sec/Treas

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

8. New Business:

SSMP (Sewer System Management Plan)- Vivian Housen Proposal to Update for SASM and Districts. Shonn presented the Board with information regarding updating the SSMP for SASM Agencies. V.W. Housen and Associates is proposing scope of work for required updates to SSMP Element 6 (Spill Emergency Response Plan). Estimated cost to update Element 6 with proposal will be presented to Board when it is available to all agencies.

9. Old Business:

10. Board Directors Members Open Time:

11. Next Meeting Date: January 23, 2023 @ 5pm.

12. Adjournment: The meeting was adjourned at 5:22pm. Motion to adjourn made by Anne, Seconded by Lew. Approved 5-0.