## 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 June 29, 2023 Regular Meeting of the Board of Directors at Sewerage Agency of Southern Marin 450 Sycamore Avenue, Mill Valley

- 1. <u>Call to Order:</u> Chair Kious called the meeting to order at 6:01 P.M. Present: Lew Kious, Linda Rames, Anne Lahaderne, Dave Haflich, Shonn Dougherty (District Manager). Casey Bertenthal (Via Audio).
- 2. <u>Approval of Minutes</u> for May 22, 2023 Meeting. Motion to Approve by Linda, Seconded by Anne. Approved 3-0.
- 3. Public Open Time:
- 4. Secretary-Treasurer's Report: Shonn reported as of this warrant cycle in fiscal 2022-23, we have spent \$480,870.81 which is 37.8% of the annual budget. This period equates to 100% of the 2022-23 annual budget year. We have \$1,245,328.67 remaining in reserves. Motion to approve made by Anne, Seconded by Linda. Approved 3-0.
- 5. Reports by Representatives to Other Meetings: Lew attended the DC3 and SASM Board Meetings. The Marin Disaster and Citizens Core Council had a big turnout, the Marin County Office of Emergency Management has reorganized. Board received followed up information on the recovery update concerning the winter storms, everything is looking good. SASM Meeting's big item was focused on Loans and Grants for homeowner's lateral lines. Required income verification was removed from program and SASM increased the amount paid to homeowner's seeking help for lateral replacement.

SAN RAFAEL, CA 94903

June 29, 2023

On June 29, 2023 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT APPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

WARRANT			FUND TO BE		
NUMBER	IN FAVOR OF	PURPOSE	CHARGED	OBJECT	AMOUNT
182180568	Roto Rooter (Donald J Calegari Ent Inc)	6 USA's @ (\$225.00)-\$1,350.00, Cleaning Program (\$16,245.00), 216 Almonte Blvd. (\$375.00), 256 Morningsun Ave. (\$1.200.00)	8035	521810	19,170.00
182180569	Shonn Dougherty	AT&T District Phone Bill (\$41.87), QuickBooks (\$549.00) Google Workspace (\$12.00) Staples (\$10.91)	8035	521810	613.78
182180570	SDRMA	Workers' Comp Balance	8035	521810	7.85
182180571	Nute Engineering	2022-23 CIP Engineering INV# 22632	8035	521810	3,185.50
182180572	Sewerage Agency of Southern Marin	2nd Installment Member Agency Assessments	8035	521810	252,289.00
182180573	Almonte Sanitary District	Payroll Funding, June Payroll Liability	8035	511110	6,223.94

## SUMMARIES BY CLASS

511110 SALARIES 521810 OPERATING EXPENSES 522512 CAPITAL PROJECTS 6,223.94 272,080.63 3,185.50

Total 281,490.07

PAGE TOTAL: 281,490.07

BY: Casey Bertenthal

TITLE: Secretary Treasurer Sec/Treas

June 2023 Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross	Net	Check # or	Notes	
			Amt	Amt	Function		
Shonn Dougherty	Salary	4,066.67	4,066.67	3,388.54	10647		
David Haflich	Salary	500.00	500.00	461.75	10648		
Lew Kious/Almonte	2	175.00	350.00	461.75	10649	Meetings-Almonte, SASM, DC3	
	1	150.00	150.00				
Anne Lahaderne	1	150.00	150.00	138.53	10650		
Linda Rames	1	150.00	150.00	138.53	10651		
Robert Cox							
Casey Bertenthal	1	175.00	175.00	161.61	10646		-
Alyssa Schiffmann	1099-1.0 hr	\$135/hr	135.00	135.00	10652		
Coastal Payroll Charges			123.34		EFT US Bank		
Employer Soc. Sec			343.58		EFT US Bank		
Employer Medicare			80.35		EFT US Bank		
Total Financial Liability			6,223.94		US Bank		
		BY: O	7 3	90)	Casey Berten	Sec/Treas	
		DATE: 6/2	29/23			1/4	

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

## 7. New Business:

**MVRS Rate Review and Contract Renewal Information.** Gene Della Zoppa from MVRS attended meeting to explain Rate review and Contract Renewal. Gene provided information regarding the increase of 3.84% citing the main factor was caused by a change in the forecasted recycling tonnage rate. Motion to Approve by Linda, Seconded by Anne. Approved 3-0.

**Discussion about Marin County Grand Jury Report 2022-2023- (Build More ADUs- An Rx for Increasing Marin's Housing Supply).** Board reviewed Grand Jury Report and Lew suggested Almonte request a proposal for a study regarding waiving or lowering connection fees for units smaller than 750 square feet. Shonn will contact consulting services and submit RFP's at July's meeting for review.

**Potential Lines for CIP Expansion.** Dave informed Board of potential sewer segments to be added to the 2023 Capital Improvement Project. The Board agreed to get an estimate from Nute Engineering to present and approve at the July Meeting.

**Preliminary Budget FY 2022-2023 Approval.** The Board approved Budget presented. Motion to Approve by Linda, Seconded by Anne. Approved 3-0.

- 8. Old Business:
- 9. Board Directors Members Open Time:
- 10. Next Meeting Date: July 24, 2023 @ 6pm.
- 11. <u>Adjournment:</u> The meeting was adjourned at 6:47pm. Motion to adjourn made by Anne, Seconded by Linda. Approved 3-0.