

ALMONTE SANITARY DISTRICT

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

DIRECTORS

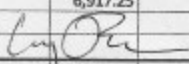
Lew Kious, Chair
Casey Bertenthal, Secretary-Treasurer
Anne Lahaderne
Linda Rames
Laura Marks

DISTRICT MANAGER

Shonn Dougherty

Minutes from November 24, 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, Laura Marks, Dave Haflich, Shonn Dougherty (District Manager).
2. Approval of Minutes for October 27, 2025 Meeting. Motion to Approve by Laura, Seconded by Linda. Approved 5 -0.
3. Public Open Time:
4. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2025-26, we have spent \$151,162.40. This period equates to 41.66% of the 2025-26 annual budget year. We have \$602,297.86 remaining in reserves. Motion to Approve made by Laura, Seconded by Linda. Approved 5-0.
5. Reports by Representatives to Other Meetings: Lew reported SASM will hold an extra meeting in December to discuss upcoming CIP. Marin CSDA is still figuring out meeting agendas and dates.

Almonte Payroll	# of Meetin	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	4,618.50	4,618.50	3,820.34	10860	
David Haflich	Salary	500.00	500.00	461.75	10861	
Lew Klous/Almonte	2	350.00	350.00	323.22	10862	ASD, Marin CSDA
Anne Lahaderne	1	150.00	150.00	138.52	10863	
Laura Marks	1	150.00	150.00	138.52	V12872273	
Linda Rames	1	150.00	150.00	138.53	10864	
Casey Bertenthal	1	175.00	175.00	161.61	10859	
Alyssa Schifflmann	1099-1.5hr	\$152/hr	228.00	228.00	V12872274	
Coastal Payroll Charges			129.58		EFT US Bank	
Employer Soc. Sec			377.80		EFT US Bank	
Employer Medicare			88.37		EFT US Bank	
Total Financial Liability			6,917.25		US Bank	
	BY:				Casey Bertenthal	Sec/Treas
	DATE:	11/24/25				

On November 24, 2025 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT APPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

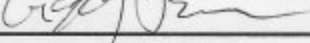
WARRANT NUMBER	IN FAVOR OF	PURPOSE	FUND TO BE CHARGED	OBJECT	AMOUNT
182800733	Roto Rooter (Donald J Calegari Ent. Inc.)	1 USA @ (\$225.00), 2025 Cleaning Program (\$15,705.00)	8035	521810	15,930.00
182180734	Shonn Dougherty	AT&T District Phone Bill (\$42.59), Google Workspace (\$33.60), USPS PO Box Renewal (\$296.00), USPS Stamps (\$23.40), Annual Encroachment Permit County (\$501.52)	8035	521810	897.11
182180735	Nute Engineering	CIP 2025	8035	521810	6,026.08
182180736	CMSA	FOG Quaterly Invoice Sept 2025	8035	521810	1,299.75
182180737	Almonte Sanitary District	Payroll Funding, November Liability	8035	511110	6,917.25

SUMMARIES BY CLASS

511110 SALARIES	6,917.25
521810 OPERATING EXPENSES	18,128.86
522512 CAPITAL PROJECTS	6,026.08

Total 31,070.19

PAGE TOTAL: 31,070.19

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:

8. Old Business:

1. **2025 CIP Update**- Shonn updated the Board that Bayside Trenchless Inc. was the lowest bid on November 18th, (therefore awarded) the 2025 CIP. Base Bid Total amount \$286,0222.00 and an Alternate Additive amount of \$133,934.00. The total project cost with engineering comes at \$419,956.00, \$12k under the estimated amount of \$432k.

9. Board Directors Members Open Time:

10. Next Meeting Date: December 22, 2025 @ 6pm.

11. Adjournment: The meeting was adjourned at 6:11 pm. Motion to adjourn made by Linda, Seconded by Casey. Approved 5-0.