

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
Kevin Reilly
Robert Cox

DISTRICT MANAGER

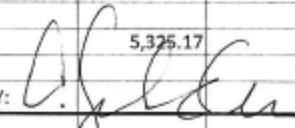
Shonn Dougherty

Minutes from September 23, 2019

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 7:04 P.M. Present: Lew Kious, Anne Lahaderne, Linda Rames, Kevin Reilly, Robert Cox, Shonn Dougherty (District Manager).
2. Approval of Minutes for August 26, 2019. Amended Minutes- spelling correction in Old Business, Add District (Signer) and Board Directors Members Open Time- change Kevin's time on board from 16 years to (13 years). Motion to Approve by Lew Kious, seconded by Linda Rames. Approved 5-0.
3. Public Open Time: No Public
4. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2019-2020, we have spent \$40,895.73, which is 5.3% of the annual budget. This period equates to 25% of the 2019-2020 annual budget. We have \$1,105,285.61 remaining in reserves. Motion to approve Warrant List and payroll made by Linda, Kevin seconded. Approved 5-0.
5. Reports by Representatives to Other Meetings: Lew reported HDR consulting presented SASM with options for bio solids disposal. All Sanitary Districts will be dealing with how to get rid of sludge and what's left behind. District 5 in Tiburon is first to deal with bio solid waste. SASM's cost for service will likely increase over next few years due to limited options for disposal facilities. SASM Board approved expansion of bathroom and rest area. Improvements include a public rest area with benches and a little plaza.
6. Manager's Report: Lew recommended Shonn work with Jack Govi (County Council) to send the Dipsea Café a final notice before Almonte terminates service.
7. New Business: No New Business.

Almonte Sanitary District
September 2019
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	3,069.15	10306	
David Haflich	Salary	500.00	500.00	461.75	10307	
Lew Kiou/Almonte SASM	1	125.00	125.00	115.44	10308	
Anne Lahaderne	1	125.00	125.00	115.44	10309	
Linda Rames	1	100.00	100.00	92.35	10310	
Kevin Reilly	1	100.00	100.00	92.35	10311	
Robert Cox	1	100.00	100.00	92.35	10305	
Alyssa Schiffmann	1099 1.0 hr	\$130/hr	130.00	130.00	10312	
Paystar Charges			81.80		EFT US Bank	
Employer Soc. Sec			294.50		EFT US Bank	
Employer Medicare			68.87		EFT US Bank	
Total Financial Liability			5,325.17		US Bank	
BY:					Anne Lahaderne Sec/Treas	
DATE:	9-23-19					

TO: ROY GIVEN
AUDITOR -CONTROLLER
ROOM 225, CIVIC CENTER
SAN RAFAEL, CA 94903

ALMONTE SANITARY DISTRICT

September 23rd, 2019


On September 23rd, 2019 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
182190318	Shonn Dougherty	Fed Ex(\$32.66), AT&T(\$83.04)	8035	521810	115.70
182190519	Almonte Sanitary District	Payroll Funding, (Exact September Payroll Liability)	8035	511110	5,325.17

SUMMARY BY CLASS

511110 - SALARIES 5,325.17
521810 - OPERATING EXPENSES 115.70
522512- CAPITAL PROJECTS
Total 5,440.87

PAGE TOTAL: \$5,440.87

BY:  Anne Lahaderne
TITLE: Treasurer Sec/Treas

8. Old Business:

Capital Improvement Project- Received bid totals from Nute Engineering. Lowest bidder non-compliant with required information submitted. Pippin Cavagnaro from Nute Engineering will clarify requirements and expiration of bids. Board will hold a special meeting to award another contractor Almonte's Capital Improvement Project.

New Website- Jack Govi advised Almonte we can sole source or allow bids for construction and maintenance of website. If we chose to follow bid process, a compliant specific document must be constructed with a similar set of requirements for bidders.

Board Member Recruitment- Still ongoing.

9. Board Directors Members Open Time: Board discussed the possibility of adjusting Almonte's rates.

10. Next Meeting Date: October 28, 2019 @ 7pm.

11. Adjournment: The meeting was adjourned at 7:48pm. Motion to adjourn made by Kevin, Seconded by Anne. Approved 5-0.