

ALMONTE SANITARY DISTRICT

P.O. BOX 698, MILL VALLEY, CALIFORNIA 94942-0689 (415) 388-8775

DIRECTORS

Lew Kiou, Chair
Anne Lahaderne, Secretary-Treasurer
Linda Rames
Kevin Reilly

DISTRICT MANAGER

Shonn Dougherty

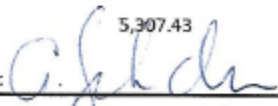
Minutes from September 24, 2018

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

1. Call to Order: Chair Kiou called the meeting to order at 7:03 P.M. Present: Lew Kiou, Anne Lahaderne, Linda Rames, Kevin Reilly, Shonn Dougherty (District Manager).
2. Approval of Minutes for August 27, 2018. Kevin caught a misspelling of "signed" in Secretary Treasurer's Report, will be Amended. Motion to Approve by Linda Rames, Anne Lahaderne Seconded. Approved 4-0.
3. Public Open Time: No Public Present.
4. Secretary-Treasurer's Report: Anne presented Board with a brief analysis of Warrant List and financial status. As of September's warrant cycle in fiscal 2018-2019, we have spent \$55,902.00, which is 9.4% of the annual budget. This period equates to 25% of the 2018-2019 annual budget. We have \$898, 952.21 remaining in reserves. Motion to Approve Payroll and Warrant List made by Kevin, Seconded by Linda. Approved 4-0.
5. Reports by Representatives to Other Meetings: Lew reported that SASM staff members David Steer and Tom Lavin provided a presentation on the Plant Refurbishment project. Project is ahead of schedule and slightly below budget. Construction will stop at the end of October during winter season, will resume in April. A new item was added to agenda regarding odor complaints from MVMS parents and students. Staff has been directed to investigate and report. Residents also complained on Next Door about odors from plant, Lew responded by offering plant tours and invited residents to attend SASM meeting. No public attendees showed up to meeting.
6. Manager's Report: A comprehensive Manger's report was included in the Board Packet. Shonn informed Board that the Roto Rooter lost invoice for \$168.00 was corrected and Roto Rooter was responsible for the mislabeling. Checks made out to Roto Rooter will now have Donald J. Calegari Ent. Inc. (the franchise owner's name) included on remitted checks

September 2018
Staff Consultant Payments

	A	B	C	D	E	F	G
1							
2							
3	Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function	Notes
4							
5							
6	Shonn Dougherty	Salary	3,700.00	3,700.00	3,060.46	10217	
7							
8	David Hafflich	Salary	500.00	500.00	461.75	10218	
9							
10	Lew Kious/Almonte	1	100.00	100.00		10219	
11	SASIM	1	80.00	80.00	166.23		
12							
13	Anne Lahaderne	1	80.00	80.00	73.88	10220	
14	Linda Rames	1	80.00	80.00	73.88	10221	
15	Kevin Reilly	1	80.00	80.00	73.88	10222	
16	Alyssa Schiffmann	1099 2 hours	\$130/hr	260.00	260.00	10223	
17							
18	Paystar Charges			74.00		EFT US Bank	
19							
20	Employer Soc. Sec			286.44		EFT US Bank	
21	Employer Medicare			66.99		EFT US Bank	
22							
23	Total Financial Liability			5,307.43		US Bank	
24							
25							
26							
27							
28							
29							

BY:  Anne Lahaderne Sec/Treas
DATE: 9-24-18

9/24/2018

TO: ROY GIVEN

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

ALMONTE SANITARY DISTRICT

September 24th, 2018

On September 24th, 2018 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
182180255	Rolo Rooter (Donald J. Calogari Ent. Inc.)	Invoices- M132829,12613829,12614514,12617950,12616611, 12624145,12624824,12646977,12657492,12666760,12660274, 12680922 -11 USA's @ \$168.00	8035	521810	2,234.00
182180256	Shonn Dougherty	AT&T-District Live, Fed Ex Copies, Stamps	8035	521810	129.41
182180257	Marin County Registrar of Voters	Elections Department-Set Up Charge June 5, 2018 Primary Election	8035	521810	250.00
182180258	SDRMA	Workers Comp Payroll Reconciliation	8035	521810	178.21
182180259	Almonte Sanitary District	Payroll Funding, Exact August Payroll Liability	8035	511110	5,307.43

SUMMARIES BY CLASS

511110 - SALARIES 5,307.43
521810 - OPERATING EXPENSES 2,791.62
522512 - CAPITAL PROJECTS
Total 8,099.05

PAGE TOTAL: 8,099.05

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

7. New Business: No New Business.

8. Old Business: Shonn is going to put an ad on Next Door and in the Marin IJ for Board Member recruitment. Kevin volunteered to seek out and notify potential candidates. He suggested new residents and younger candidates who will provide a different perspective to Board. Lew recommends we try and recruit residents who have lived in Almonte for a while and are more aware of District fees and policies as homeowners. Three seats are available for potential Board Members.

9. Board Directors Members Open Time: Lew is going to request that SASM remove storage trays below desks in conference room. Board Members are having a hard time avoiding storage trays when seated. Shins and feet are in harms way.

10. Next Meeting Date: The next Regular Meeting was set to be Monday, October 22, 2018, 7:00pm in the SASM Conference Room.

11. Adjournment: The meeting was adjourned at 7:28pm. Motion to adjourn made by Linda, Seconded by Kevin. Approved 4-0.