

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

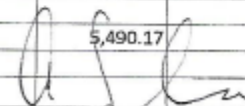
Shonn Dougherty

AMENDED

Minutes from August 26, 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 7:00 P.M. Present: Lew Kious, Anne Lahaderne, Linda Rames, Kevin Reilly, Robert Cox, Shonn Dougherty (District Manager).
2. Approval of Minutes for July 22, 2019. Motion to Approve by Linda Rames, Kevin Reilly. (Robert Cox was not present July 22nd; therefore, he can't vote) Approved 4-0.
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 \$35,449.86, which is 4.8% of the annual budget. This period equates to 16% of the 2019-2020 annual budget. We have \$1,107,456.28 remaining in reserves. Motion to approve Warrant List and payroll made by Robert, Kevin seconded. Approved 5-0.
5. Reports by Representatives to Other Meetings: Meeting canceled, no report.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet.
7. New Business: No New Business.

Almonte Sanitary District
August 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	10297	
David Haflich	Salary	500.00	500.00	461.75	10298	
Lew Klous/Almonte	1	125.00	125.00	207.79	10299	
SASM	1	100.00	100.00			
Anne Lahaderne	1	125.00	125.00	115.44	10300	
Linda Rames	1	100.00	100.00	92.35	10301	
Kevin Reilly	1	100.00	100.00	92.35	10302	
Robert Cox	1	100.00	100.00	92.35	10303	
Alyssa Schiffmann	1099 1.5 hrs	\$130/hr	195.00	195.00	10304	
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			5,490.17		US Bank	
BY:						Anne Lahaderne Sec/Treas
DATE:	8-26-19					

TO: ROY GIVEN

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

ALMONTE SANITARY DISTRICT

August 26th, 2019

On August 26th, 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
182180312	Roto Rooter (Donald J. Calegeri Ent. Inc.)	(Invoice #'s) 13936044, 13976414, 13995720, 14006681, 14040394, 14061916, 14075566 - 5 USA's @ \$168.00 Cleaning Program \$2,135.50	8035	521010	2,873.50
182180313	Shonn Dougherty	Fed Ex(\$26.29)Office Depot(\$60.66)USPS(\$18.00)AT&T(\$83.07) Adobe Renewal(\$179.88)	8035	521810	357.90
182180314	Nute Engineering	Invoice # 20485 CIP 2019-2020	8035	522512	4,907.00
182180315	USA North 811	Invoice# 1005542019	8035	521810	523.38
182180316	Marin County Tax Collector	County Counsel 4th Quarter FY 2018-2019	8035	521810	881.00
182180317	Almonte Sanitary District	Payroll Funding, Exact August Payroll Liability	8035	511110	5,490.17

SUMMARIES BY CLASS

511110 - SALARIES 5,490.17
521810 - OPERATING EXPENSES 4,547.76
522512 - CAPITAL PROJECTS 4,907.00

Total 14,944.93

PAGE TOTAL: \$14,944.93

BY:  Anne Lahaderne

TITLE: Sec Treasurer / Director Sec/Treas

8. Old Business:

Budget- Board approved 2019-2020 budget. Anne motioned; Lind seconded. Approved 5-0.

Capital Improvement Project- Shonn reported that Nute engineering will call for proposals and bids on September 19th for Almonte's CIP. Project will include pipe replacement on Julia Avenue, Greene Street, and easement between Morning Sun Ave and Yale Ave. Linda motioned to approve 2019 CIP, Kevin seconded. Approved 5-0.

Add District Check Signer- Linda and Lew went into US Bank to officially add Linda Rames as new District check signee. Linda will start signing checks next month.

New Website- Lew advised Board to view LAFCO's website. Lew created RFQ for LAFCO's website, Streamline was the firm chosen to reconstruct site. Streamline specializes in Government Districts, and Board will discuss in depth next month about choosing a web designer.

Board Member Recruitment- Lew has reached out to a half dozen Almonte residents and neighbors interested in joining Board. Lew will send an email blast to residents in District to see if anyone wants to join Board.

9. Board Directors Members Open Time: After 13 years of dedication and outstanding service to Almonte's Sanitary District, Kevin Reilly announced his resignation. He will be dearly missed. September 23rd will be his last meeting.

10. Next Meeting Date: September 23, 2019 @ 7pm.

11. Adjournment: The meeting was adjourned at 7:35pm. Motion to adjourn made by Anne, Seconded by Kevin. Approved 5-0.

