

# ALMONTE SANITARY DISTRICT

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

## DIRECTORS

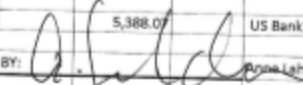
Lew Kious, Chair  
Anne Lahaderne, Secretary-Treasurer  
Linda Rames  
Robert Cox

## DISTRICT MANAGER

Shonn Dougherty

### Minutes from December 16, 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 7:02 P.M. Present: Lew Kious, Anne Lahaderne, Robert Cox, Linda Rames, Dave Haflich (Assistant Manager) Shonn Dougherty (District Manager).
2. Approval of Minutes for November 25, 2019. Motion to Approve by Robert Cox, seconded by Linda Rames. 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 \$347,796.82 which is 44.8% of the annual budget. This period equates to 50% of the 2019-2020 annual budget. We have \$817,621.92 remaining in reserves. Motion to approve Warrant List and payroll made by Linda, Robert seconded. Approved 4-0.
5. Reports by Representatives to Other Meetings: SASM meeting held on December 19<sup>th</sup>. Agenda items – 1) Elections of SASM Officers for 2020. 2) Consideration of the conditional offer by the Water Quality Control Board to settle violations of NPDES permit CA00337711, Fine \$24,000.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet. Dave presented Board with information on fixing the remaining QSR (Quick Structural Rating) 4 and 5 graded District Lines. He informed Board that there are about 21 segments remaining with a QSR of 3 to 5 out of 342 segments. Lew asked Dave to get an estimate from Glosage Engineering on repair costs for the remaining QSR 5's not located within paving moratorium streets.

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	10327	
David Haflich	Salary	500.00	500.00	461.75	10328	
Lew Klous/Almonte	1	125.00	125.00	207.79	10329	
SASM	1	100.00	100.00			
Anne Lahaderne	1	125.00	125.00	115.44	10330	
Linda Rames	1	100.00	100.00	92.35	10331	
Robert Cox	1	100.00	100.00	92.35	10326	
Alyssa Schiffmann	1099 1.5 hrs	\$130/hr	195.00	195.00	10332	
Paystar Charges			79.70		EFT US Bank	
Employer Soc. Sec			294.50		EFT US Bank	
Employer Medicare			68.87		EFT US Bank	
Total Financial Liability			5,388.07		US Bank	
BY:						Anne Lahaderne Sec/Treas
DATE:	12-16-19					

TO: ROY GIVEN

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

**ALMONTE SANITARY DISTRICT**

December 16, 2019

On December 16, 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
182180031	Shonn Dougherty	Fed Ex (\$10.61), Fed Ex (\$25.44), Best Buy-HP Envy X360 Laptop (\$1,349.26) Office 365 Personal 1 year subscription (\$62.88)	6035	521810	1,448.19
182180032	Sewerage Agency of Southern Marin	2019/2020 Member Agency Assessment Invoice #3063	6035	521810	216,083.50
182180033	Nute Engineering	CIP 2019-2020 Invoice #20669	6035	522512	1,613.00
182180034	Almonte Sanitary District	Payroll funding, Exact December Payroll Liability	6035	511110	5,388.07

**SUMMARIES BY CLASS**

511110 - SALARIES 5,388.07  
521810 - OPERATING EXPENSES 217,531.69  
522512 - CAPITAL PROJECTS 1,613.00

**Total** 224,532.76

PAGE TOTAL: \$224,532.76

BY:  Anne Lahaderne

TITLE: Director/Treasurer Sec/Treas

8. Old Business:

**222 Beryl Street Easement Deed Resolution-** An easement agreement has been made between property owner and Almonte Sanitary District. Lew, Jack Govi (County Counsel) and the owner of 222 Beryl St. worked together to grant an official easement deed. Motion to approve and submit deed agreement to the County of Marin's Recorder's Office. Linda motioned; Anne seconded. Approved 4-0.

**Consideration of Sewer Service Rebate Program-** Anne reported that Almonte has approximately \$180,000 a year available for a rebate program. Board will investigate further using Ross Valley as a model and income level being a factor.

**Board Member Recruitment-** Lew has been contacting potential recruits but has not heard back after leaving messages.

9. Board Directors Members Open Time:

10. Next Meeting Date: January 27, 2020 @ 7pm.

11. Adjournment: The meeting was adjourned at 7:55pm. Motion to adjourn made by Linda, Seconded by Robert. Approved 4-0.

