

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

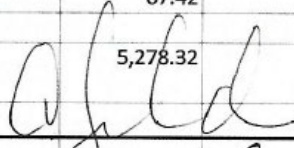
Shonn Dougherty

Minutes from November 25, 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, Robert Cox, Linda Rames, Dave Haflich (Assistant Manager) Shonn Dougherty (District Manager).
2. Approval of Minutes for October 28 and AMENDED Minutes from September 23, 2019. Motion to Approve by Anne Lahaderne, seconded by Robert Cox.
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 \$123,233.92 which is 15.9% of the annual budget. This period equates to 41% of the 2019-2020 annual budget. We have \$1,039,156.89 remaining in reserves. Lew requested Shonn email the Board details of FOG invoice on Warrant List. Motion to approve Warrant List and payroll made by Robert, Linda seconded.
Approved 4-0.
5. Reports by Representatives to Other Meetings: SASM meeting covered authorization of \$20,000 to create a mural on newly constructed wall near church parking lot. Ten proposals were received, Board awarded artist from the Marin School of the Arts in Novato. Mural should be completed by sometime in March.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet.

New Business:

Almonte Sanitary District
November 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	10321	
David Haflich	Salary	500.00	500.00	461.75	10322	
Lew Kious/Almonte	1	125.00	125.00	207.79	10323	
SASM	1	100.00	100.00			
Anne Lahaderne	1	125.00	125.00	230.87	10324	
Linda Rames						
Robert Cox	1	100.00	100.00	184.70	10320	
Alyssa Schiffmann	1099 1.5 hrs	\$130/hr	195.00	195.00	10325	
Paystar Charges			77.60		EFT US Bank	
Employer Soc. Sec			288.30		EFT US Bank	
Employer Medicare			67.42		EFT US Bank	
Total Financial Liability			5,278.32		US Bank	
BY:						Anne Lahaderne Sec/Treas
DATE:	11/25/19					

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

ALMONTE SANITARY DISTRICT

November 25, 2019

On November 25th, 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
182180324	Roto Rooter (Donald J. Colegari Ent. Inc.)	9 USA's 6@(\$168.00, 2@(\$336.00, 1@(\$210.00-(\$1890.00)) 2019 Cleaning Program 7 Invoices-(\$12,149.00)	8035	521810	14,039.00
182180325	Shonn Dougherty	Fed Ex(\$39.39), AT&T(\$84.87) Renew Computers Inc.(\$45.00)	8035	521810	169.28
182180326	State Water Resources Control Board	Annual Permit Fee	8035	521810	2,625.00
182180327	CSDA Member Services	2020 CSDA Membership Renewal	8035	521810	2,931.00
182180328	US Postal Service	Annual P.O. Box Renewal	8035	521810	176.00
182180329	Central Marin Sanitation Agency	FOG Control Program	8035	521810	308.07
182180330	Almonte Sanitary District	Payroll funding, Exact November Payroll Liability	8035	511110	5,278.32

SUMMARIES BY CLASS

511110 - SALARIES 5,278.32
521810 - OPERATING EXPENSES 20,248.33
522512 - CAPITAL PROJECTS
Total 25,526.65

PAGE TOTAL: \$25,526.65

BY:  Anne Lahaderne

TITLE: Director/Sec/Treasurer Sec/Treas

New District Laptop- Shonn requested replacement of District Laptop. Computer was recently diagnosed with a bad hard drive. Board agreed authorized price should not exceed \$2,000 for new laptop. Motion made by Linda; Anne seconded. Approved 4-0.

8. Old Business:

2019 CIP Pre-Construction Meeting- Dave attended meeting at Nute Engineering in San Rafael with Pippin and Luis Guzman of Glosage Engineering. Discussion included videoing lines and communicating with homeowners about repairs. Project schedule has a tentative completion date of December 18th. Lew requested Dave gather information to update the Board on District pipe conditions for future improvement work.

Consideration of Sewer Service Rebate Program- Lew has had several conversations with Jack Govi about the legality of enacting a rebate program. The only restriction Jack found, by law, is Almonte can't pay any rebates by funds received through service charges. Lew asked Anne to check with Alyssa about an annual amount of revenue Almonte receives from other sources.

Board Member Recruitment- Lew didn't receive any responses to his email blast. Robert has a neighbor in mind, he will ask before next meeting.

9. Board Directors Members Open Time: Linda noticed on Almonte Next Door that homeowners have been posting about MV Refuse's fines regarding garbage cans. Apparently, residents aren't sorting garbage and recycling properly.

10. Next Meeting Date: December 16, 2019 @ 7pm.

11. Adjournment: The meeting was adjourned at 7:54pm. Motion to adjourn made by Robert, Seconded by Linda. Approved 4-0.

