

# 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

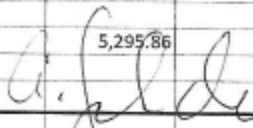
## DISTRICT MANAGER

Shonn Dougherty

### Minutes from February 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 7:03 P.M. Present: Lew Kious, Anne Lahaderne, Linda Rames, Bill Paisley, Kevin Reilly, Shonn Dougherty (District Manager) Dave Haflich (Assistant Manager).
2. Approval of Minutes for January 28, 2019. Motion to Approve by Anne Lahaderne, Linda Rames, Seconded. Approved 4-0.
3. Public Open Time: Bill Paisley officially resigned from Board, he wanted to thank everyone for the opportunity to serve. Bill complimented Board Members and Management for the excellent work they provide to Almonte's residents. Almonte resident Chris Woodcock present, he is interested in becoming a Board Member.
4. Secretary-Treasurer's Report: Anne reported of this warrant cycle in fiscal 2018-2019, Almonte has spent \$359,882.52, which is 48.5% of the annual budget. This period equates to 66% of the 2018-2019 annual budget. We have \$1,051,037.75 remaining in reserves. Motion to Approve Warrant List made by Kevin, Linda seconded. Approved 4-0.
5. Reports by Representatives to Other Meetings: The SASM Board officially adopted a resolution to adopt the Uniform Public Construction Cost Accounting Act, which will enhance the bid-releasing process.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet.
7. New Business:

Almonte Sanitary District  
February 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	10253	
David Haflich	Salary	500.00	500.00	461.75	10254	
Lew Kious/Almonte	1	125.00	125.00	189.31	10255	
SASM	1	80.00	80.00			
Anne Lahaderne	1	125.00	125.00	115.43	10256	
Bill Paisley						
Linda Rames	1	100.00	100.00	92.35	10257	
Kevin Reilly	1	100.00	100.00	92.35	10258	
Alyssa Schiffmann	1099 1 hour	\$130/hr	130.00	130.00	10259	
Paystar Charges			74.00		EFT US Bank	
Employer Soc. Sec			293.26		EFT US Bank	
Employer Medicare			68.60		EFT US Bank	
Total Financial Liability			5,295.86		US Bank	
BY:					Anne Lahaderne Sec/Treas	
DATE:			2-25-19			

TO: ROY GIVEN

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

ALMONTE SANITARY DISTRICT

February 25th, 2019

On February 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
182180273	Roto Rooter (Donald J. Calegarl Ent. Inc.)	(Invoice #'s) 13180402, 13179078, 13183158, 13187840, 13186488, 13182173, 13211279 - 3 USA's @ \$168.00.	8035	521810	8,375.50
182190280	Shonn Dougherty	Fed Ex Copies(\$32.85), AT&T Phone(\$71.84)	8035	521810	104.50
182190281	USA North 811	Yearly State Fee for Regulatory Costs- 595 tickets	8035	521810	341.88
182190282	Terry Krieg	2018 Final Progress Billing Audit Services	8035	521810	6,000.00
182180283	Almonte Sanitary District	Payroll Funding, Exact February Payroll Liability	8035	511110	5,295.86

SUMMARIES BY CLASS

511110 - SALARIES 5,295.86  
521810 - OPERATING EXPENSES 14,821.86  
52512- CAPITAL PROJECTS

Total 20,117.72

PAGE TOTAL: \$20,117.72

BY:  Anne Lahaderne

TITLE: 2-25-19 Sec/Treasurer Sec/Treas

Old Business: Chris Woodcock introduced himself as a candidate for Almonte's Board. Chris has lived in Marin since 2010, works in Information Technology and has two children. Lew and Kevin informed Chris about ASD operations and responsibilities. Kevin made a motion to add Chris to the Board, Anne seconded. Approved 4-0.

9. Board Directors Members Open Time: Lew reminded the Board to file the Form 700 tax information.
10. Next Meeting Date: The next Regular Meeting was set to be Monday, March 25, 2018, 7:00pm in the SASM Conference Room.
11. Adjournment: The meeting was adjourned at 7:35pm. Motion to adjourn made by Linda, Seconded by Anne. Approved 4-0.