

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

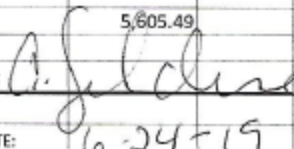
Shonn Dougherty

Minutes from June 24, 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) Dave Haflich (Assistant Manager). Board appointed Robert Cox to the office of Director. A Certificate of Appointment and Oath of Office was signed and read aloud. Motion to Approve Certificate of Appointment made by Lew, seconded by Kevin. Approved 4-0.
2. Public Open Time: No Public. Re-ordered Agenda items to be presented behind Public Open Time.
 - a. Marin LAFCO's Executive Officer Jason Fried provided an overview of LAFCO to the ASD Board.
 - b. Jim Iavarone from Mill Valley Refuse informed Board about rate increase and terms for Dual Stream Collection. The 2.94% rate increase will go towards purchasing trucks, a 5-year union contract for raising drivers' salaries, new compost route, and purchase of second recycle can for residents.
3. Approval of Minutes for May 20, 2019. Motion to Approve by Robert Cox, Linda Rames, seconded. Approved 5-0.
4. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2018-2019, we have spent \$631,796.95, which is 85.2% of the annual budget. This period equates to 100% of the 2018-2019 annual budget. We have \$1,109,409.21 remaining in reserves. Motion to approve Warrant List made by Robert, Linda seconded. Approved 5-0. Lew requested to add an item to next month's meeting agenda. He would like Linda Rames to be an approved check writer.

Almonte Sanitary District
June 2019
Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Robert Cox	2	100.00	200.00	184.70	10281	
Shonn Dougherty	Salary	3,700.00	3,700.00	3,069.15	10282	
David Hafflich	Salary	500.00	500.00	461.75	10283	
Lew Kious/Almonte	1	125.00	125.00	207.78	10284	
SASM	1	100.00	100.00			
Anne Lahaderne	1	125.00	125.00	115.43	10285	
Linda Rames	1	100.00	100.00	92.35	10286	
Kevin Reilly	1	100.00	100.00	92.35	10287	
Alyssa Schiffmann	1099 1.5 hr	\$130/hr	195.00	195.00	10288	
Paystar Charges			81.80		EFT US Bank	
Employer Soc. Sec			306.90		EFT US Bank	
Employer Medicare			71.79		EFT US Bank	
Total Financial Liability			5,605.49		US Bank	
			BY: 		Anne Lahaderne Sec/Treas	
			DATE: 6-24-19			

TO: ROY GIVEN
AUDITOR -CONTROLLER
ROOM 225, CIVIC CENTER
SAN RAFAEL, CA 94903

ALMONTE SANITARY DISTRICT


June 24th, 2019

On June 24th, 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
182180297	Robt Rooter (Donald J. Calegari Ent. Inc.)	(Invoice #'s) 13667283, 13615046, 13628978, 13640058, 13647475, 13672386, 13748125, 13748735, 13780999, 13786321 - 5 USA's @ \$168.00 and 2 USA's @ \$190	8035	521810	25,739.28
182180298	Shonn Dougherty	Fed Ex Copies(\$42.56) Office Depot Ink(\$85.23) AT&T(\$175.52)	8035	521810	283.31
182180299	Sewer Agency of Southern Marin(SASM)	Slidebrand Consulting EDU Calculation Review Invoice #2982	8035	521810	158.00
182180300	Sewer Agency of Southern Marin(SASM)	Marin Map Membership Invoice# 2996	8035	521810	790.00
182180301	Sewer Agency of Southern Marin(SASM)	2018/2019 Member Agency Assessment	8035	521810	203,326.50
182180302	W.R. Forde	Rosemont repair to 6" Sewer Main Invoice# 2019-19-01	8035	521810	10,201.88
182180303	Almonte Sanitary District	Payroll Funding, Exact May Payroll Liability	8035	511110	5,605.49

SUMMARIES BY CLASS

511110 - SALARIES	5,605.49
521810 - OPERATING EXPENSES	240,458.95
522512- CAPITAL PROJECTS	
Total	246,064.44
PAGE TOTAL:	\$246,064.44

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

5. Reports by Representatives to Other Meetings: Lew reported that the SASM meeting was unusually long, over two hours due to amount of business. An agreement was approved with the Tiburon Library for license to construct library parking in SASM easement. Received presentation on EDU calculations for member districts. Approved \$45k to repair Greenwood Beach Dr. in Tiburon. Approved SASM's 2019/2020 Budget.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet.
7. New Business: Board voted on the 2019 election ballot for SDRMA Board of Directors. The three candidates the Board selected were Bob Swan, Patrick O'Rourke, and Sandy Seifert-Raffleson. Motion made by Robert, seconded by Linda. Approved 5-0.
8. Old Business: Dave explained to Board that we are waiting for revenue totals from County before finalizing budget. Numbers for total income are strong, and additions to increase Professional services, payroll and engineering and CIP will be adjusted.

Capital Improvement Project possibility of Morning Sun Ave will have to be postponed due to paving moratorium. Reorganizing bid to include pipe replacement on Julia and two segments on Greene street. Submitted and waiting for direction from Nute Engineering.

Still keeping efforts alive for recruitment of a new Board member. Lew and Linda pursuing neighbors.

Board directed Shonn to have Lew and Jack Govi approve any interactions between owner of 222 Beryl St. regarding easement.

9. Board Directors Members Open Time:
10. Next Meeting Date: July 22nd 2019 @ 7pm.
11. Adjournment: The meeting was adjourned at 8:25pm. Motion to adjourn made by Linda, Seconded by Kevin. Approved 5-0.

