## 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 Casey Bertenthal DISTRICT MANAGER Shonn Dougherty

# Minutes from October 25, 2021 Regular Meeting of the Board of Directors at Sewerage Agency of Southern Marin 450 Sycamore Avenue, Mill Valley

- 1. <u>Call to Order:</u> Chair Kious called the meeting to order at 5:08 P.M. Present: (Via Zoom Video Platform) Lew Kious, Anne Lahaderne, Linda Rames, Robert Cox, Casey Bertenthal, Dave Haflich, Shonn Dougherty (District Manager).
- 2. <u>Approval of Minutes</u> for September 27, 2021 Meeting. Motion to Approve by Robert, Seconded by Linda. Approved 5-0.
- 3. Public Open Time:
- 4. <u>Secretary-Treasurer's Report:</u> Anne reported as of this warrant cycle in fiscal 2021-2022, we have spent, \$103,828.21 which is 8.5% of the annual budget. This period equates to 33% of the 2021-2022 annual budget. We have \$1,048,781.97 remaining in reserves. Motion to approve Warrant List and payroll made by Casey, Seconded by Robert. Approved 5-0.
- 5. SB 1383 (Edible Food Recovery Ordinance): Lew moved New Business item 1. up from the agenda. Claire Wilson for R3 Consulting was present to explain and discuss the draft for the SB 1383 Ordinance. Claire recommended all the Mill Valley Districts apply for the population and waste tonnage waiver. Qualifying Districts should submit waiver to Cal-Recycle. Lew has had several Zoom meetings with R3, he requested the draft be sent to Brandon Halter (County Counsel) for review. Shonn and Claire will work together on data to submit for waiver.
- 6. Reports by Representatives to Other Meetings: Lew reported the plant's new media trickling filters need refurbishing. The consulting firm advised the wrong parts. Complying with the EPA requirements SASM is moving forward with \$2.2M to replace the media in the filters. SASM expects the cost to be reimbursed.

#### October 2021 Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross	Net	Check # or	Notes
			Amt	Amt	Function	
Shonn Dougherty	Salary	3,700.00	3,700.00	3,081.52	10490	
David Haflich	Salary	500.00	500.00	461.75	10491	
Lew Kious/Almonte	1	125.00	125.00	300.13	10492	
	2	200.00	200.00			SASM, Marin Disaster Council
Anne Lahaderne	1	125.00	125.00	115.43	10493	
Linda Rames	1	100.00	100.00	92.35	10494	
Robert Cox	1	100.00	100.00	92.35	10489	
Casey Bertenthal	1	100.00	100.00	92.35	10488	
Alyssa Schiffmann	1099-1 hr	\$130/hr	130.00	130.00	10495	
Caostal Payroll Charges			86.40		EFT US Bank	
Employer Soc. Sec			306.90		EFT US Bank	
Employer Medicare			71.79		EFT US Bank	
Total Financial Liability			5,545.09	4	US Bank	
		BY:	110	100	Anne Lahaderne	Sec/Treas
			0			
		DATE:	10-25	- 41		

O: ROY GIVEN

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

#### ALMONTE SANITARY DISTRICT

October 25, 2021

Sec/Treas

In October 25, 2021 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT IPPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

TITLE:

WARRANT			FUND TO BE		
NUMBER	IN FAVOR OF	PURPOSE	CHARGED	OBJECT	AMOUNT
182180457	Roto Rooter (Donald J Calegari Ent. Inc.)	USA's 1@ \$168.00, 1 @ \$205.00, 8@ \$180.00 (\$1,813.00) , 2021 Cleaning Program (\$19,070.00).	8035	521810	20,883.00
182180458	Shonn Dougherty	AT&T District Phone Bill-(\$36.60), Stationary envelopes- \$2.55	8035	521810	39.15
182180459	Nute Engineering	2021 CIP Engineering	8035	521810	4,906.96
182180460	CSDA Member Services	2022 CSDA Membership Renewal	8035	521810	3,154.00
182180461	Almonte Sanitary District	Payroll Funding, Exact October Payroll Liability	8035	511110	5,545.09

SUMMARIES BY CLASS			
511110 SALARIES		5,545.09	
521810 OPERATING EXPENSES		24,076.15	
522512 CAPITAL PROJECTS		4,906.96	
r 1	Total	34,528.20	
$\Lambda$		PAGE TOTAL:	34,528.20

Sec Well sun.

7.	<u>Manager's Report</u> : A comprehensive Manager's report was inclu	ded in the Board
Pa	ket. Lew requested Shonn include the Annual EPA Report with N	lovember's Packet.

## 8. New Business:

**AB 361(Assembly Bill-Agencies to Meet Remotely) Adopt a Monthly Resolution-** The Board was presented with adopting a Resolution for meeting in person or remotely in future meetings. Linda suggested meeting in person a couple times a year. The Board agreed and preferred the flexibility of Zoom. The Board Passed and Adopted Resolution. Motion to approve by Linda, Seconded by Robert. Approved 5-0.

### 9. Old Business:

**2021 CIP Update-** The Pre-Construction meeting between Nute Engineering, Hardiman Construction and the County of Marin was postponed. Hardiman is ready to mobilize and start CIP, County of Marin is running behind. Project should start first week in November.

- 10. Board Directors Members Open Time:
- 11. Next Meeting Date: November 29, 2021 @ 5pm.
- 12. <u>Adjournment:</u> The meeting was adjourned at 5:54pm. Motion to adjourn made by Casey, Seconded by Anne. Approved 5-0.