ALMONTE SANITARY DISTRICT

P.O. BOX 698, MILL VALLEY, CALIFORNIA 94942-0698 (415) 388-8775

DIRECTORS Lew Kious, Chair Casey Bertenthal, Secretary-Treasurer Anne Lahaderne Linda Rames Robert Cox DISTRICT MANAGER Shonn Dougherty

Minutes from January 24, 2022 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 5:00 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>AB 361 Adopt a Monthly Resolution to Meet Remotely</u>: Motion to Approve by Linda, Seconded by Casey. Approved 5-0.
- 3. <u>Approval of Minutes</u> for December 20, 2021 Meeting. Motion to Approve by Robert, Seconded by Linda. Approved 5-0.
- 4. Public Open Time:
- 5. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2021-2022, we have spent, \$403,533.75 which is 33.2% of the annual budget. This period equates to 58% of the 2021-2022 annual budget. We have \$1,206,504.83 remaining in reserves. Secretary/ Treasurer Position Transition between Casey and Anne went smooth thanks to Anne's guidance. Motion to approve Warrant List and payroll made by Anne, Seconded by Lew. Approved 5-0.
- 6. Reports by Representatives to Other Meetings: CSDA meeting differed to January 26th, Lew will have a report ready for the February Board Meeting.

January 2022 Staff Consultant Payments

Almonte Payroll	# of Meeting: Rate		Gross	Net	Check # or	Notes
			Amt	Amt	Function	
Shonn Dougherty	Salary	3,700.00	3,700.00	3,093.31	10513	
David Haflich	Salary	500.00	500.00	461.75	10514	
Lew Kious/Almonte	1	125.00	125.00	207.79	10515	
	1	100.00	100.00			Marin CSDA
Anne Lahaderne	1	100.00	100.00	92.35	10516	
Linda Rames	1	100.00	100.00	92.35	10517	
Robert Cox	1	100.00	100.00	92.35	10512	
Casey Bertenthal	1	125.00	125.00	115.44	10511	
Alyssa Schiffmann	1099-1.25 hr	\$130/hr	162.50	162.50	10518	
Caostal Payroll Charges			265.40		EFT US Bank	
Employer Soc. Sec			300.70		EFT US Bank	
Employer Medicare			70.32		EFT US Bank	
Total Financial Liability			5,648.92		US Bank	
		BY:	ny Par	_	Casey Bertentha	Sec/Treas

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

ALMONTE SANITARY DISTRICT

January 24, 2022

On January 24, 2022 THE GOVERNING BOARD OF THE ALMONTE SANITARY DISTRICT APPROVED THE FOLLOWING WARRANTS FOR PAYMENT:

WARRANT			FUND TO BE		
NUMBER	IN FAVOR OF	PURPOSE	CHARGED	OBJECT	AMOUNT
182180473	Roto Rooter (Donald J Calegari Ent. Inc.)	USA's- 4@ \$180.00 (\$720.00) Emergency Repair Video (\$205.00)	8035	521810	925.00
182180474	Shonn Dougherty	AT&T District Phone Bill-(\$67.01) Walgreens Printer Paper (\$10.81) USPS Stamps (\$23.20) Microsoft Office 365 Renewal (\$69.99) McAfee Annual Subscription (\$129.99) Office Depot Printer Ink (\$30.58)	8035	521810	331.58
182180475	Nute Engineering	2021 CIP Engineering	8035	521810	6,108.25
182180476	Central Marin Sanitation Agency	2021 Oct-Dec Fog Program	8035	521810	1,073.40
182180477	Streamline	Annual Subscription Renewal	8035	521810	1,200.00
182180478	Almonte Sanitary District	Payroll Funding, Exact January Payroll Liability	8035	E44440	5 648 92

SUMMARIES BY CLASS

 511110 SALARIES
 5,648.92

 521810 OPERATING EXPENSES
 3,529.98

 522512 CAPITAL PROJECTS
 6,108.25

Total 15,287.15

PAGE TOTAL: 15,287.15

Casey Bertenthal

TITLE: SCCFFAIT TECHSUSES 1/24/22 Sec/Treas

7. <u>Manager's Report</u>: A comprehensive Manager's report was included in the Board Packet.

8. New Business:

Resolution 2022-01- ASD Resolution authorizing submittal of application(s) for all CalRecycle Grant Programs for which Almonte Sanitary District is eligible. Lew requested ASD manage MVRS more closely as a service provider. Monitor expenses and relationship concerning the rate charges for supplying garbage cans to the Districts. Lew wanted Shonn to provide more information and clarity concerning SB 1383 container regulations and proof of \$20K amount from CalRecycle before Grant submittal. Motion to approve Grant Submittal made by Linda, Seconded by Anne. Approved 5-0.

Board Selection of Auditor- Shonn presented the Board with two quotes for the 2021 FY Audit Services. RJ Ricciardi quoted \$10,000 and Terry Krieg \$7,500. Motion made by Lew to approve Terry Krieg as Auditor, Seconded by Linda. Approved 5-0.

9. Old Business:

Consideration of enacting a Sewer Service Rebate Program or Rate Change-

Postponed until ASD public meeting is held in person.

- 10. Board Directors Members Open Time:
- 11. Next Meeting Date: February 28, 2022 @ 5pm.
- 12. <u>Adjournment:</u> The meeting was adjourned at 5:57pm. Motion to adjourn made by Robert, Seconded by Casey. Approved 5-0.