

ALMONTE SANITARY DISTRICT

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

DIRECTORS

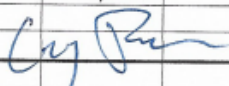
Lew Kious, Chair
Casey Bertenthal, Secretary-Treasurer
Anne Lahaderne
Linda Rames
Robert Cox

DISTRICT MANAGER

Shonn Dougherty

Minutes from February 28, 2022 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 5:01 P.M. Present: (Via Zoom Video Platform) Lew Kious, Anne Lahaderne, Linda Rames, Robert Cox, Casey Bertenthal, Dave Haflich, Shonn Dougherty (District Manager).
2. AB 361 Adopt a Monthly Resolution to Meet Remotely: Motion to Approve by Anne, Seconded by Robert. Approved 5-0.
3. Approval of Minutes for January 24 Meeting and Special Board Meeting January 27, 2022. Motion to Approve by Linda, Seconded by Casey. 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, \$831,251.34 which is 68.41% of the annual budget. This period equates to 66.7% of the 2021-2022 annual budget. We have \$781,993.00 remaining in reserves. Motion to approve Warrant List and payroll made by Anne, Seconded by Lew. Approved 5-0.
6. Reports by Representatives to Other Meetings: Lew attended the Marin County Special Districts Association Meeting on January 26th. Biggest items in meeting were Board Members stepping down, Craig Murray and Heather Abrams stepped down. Bill Hansel was elected President and Lew Kious was elected Vice President. Brief discussions included a new Diversity/Equity Coordinator for Marin and solid waste collection activity.

Almonte Payroll	# of Meeting	Rate	Gross Amt	Net Amt	Check # or Function	Notes
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	
Coastal 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:			Casey Bertenthal Sec/Treas		
	DATE:	1/25/22				

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 NUMBER	IN FAVOR OF	PURPOSE	FUND TO BE		
			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	511110	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

BY:  Casey Bertenthal

TITLE: Secretary Treasurer 1/24/22 Sec/Treas

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

8. New Business:

Hourly Rate Increase for Bookkeeping Services- Shonn provided Board with Alyssa Schiffmann's request for a \$5 per hour raise, from \$130 to \$135 an hour for her Bookkeeping services. Shonn included a description and history of her job performance. Motion to approve raise made by Lew, 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: March 28, 2022 @ 5pm.

12. Adjournment: The meeting was adjourned at 5:25pm. Motion to adjourn made by Robert, Seconded by Anne. Approved 5-0.