

ALMONTE SANITARY DISTRICT

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

DIRECTORS

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

DISTRICT MANAGER

Shonn Dougherty

Minutes from September 26, 2022 Regular Meeting of the Board of Directors at Sewerage Agency of Southern Marin 450 Sycamore Avenue, Mill Valley

1. Call to Order: Chair Kiou called the meeting to order at 5:06 P.M. Present: (Via Zoom Video Platform) Lew Kiou, Anne Lahaderne, Linda Rames, Robert Cox, Casey Bertenthal, Shonn Dougherty (District Manager).
2. AB 361 Adopt a Monthly Resolution to Meet Remotely: Motion to Approve by Robert, Seconded by Anne. Approved 5-0.
3. Approval of Minutes for August 22, 2022 Meeting. Motion to Approve by Casey, Seconded by Linda. Approved 5-0.
4. Public Open Time:
5. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2022-23, we have spent \$41,603.97 which is 3.3% of the annual budget. This period equates to 25% of the 2022-23 annual budget year. We have \$823,926.85 remaining in reserves. Motion to approve made by Anne, Seconded by Lew. Approved 5-0.
6. Reports by Representatives to Other Meetings: Lew reported he attended two meetings this month. First meeting was the DC3 (Disaster Council of Marin County). Meeting was long with a lot of participants discussing fire and flood preparedness. One item of mention, Oct 5th an event called The Great Shakeout will take place. Marin will conduct an earthquake prepared drill, information online.

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

ALMONTE SANITARY DISTRICT

September 26, 2022

On September 26, 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 |
| 182180527 | Roto Rooter (Donald J Calegari Ent Inc) | 4 USA's @ \$180.00 (\$720.00), Cleaning Program (\$15,927.50), Emergency (\$910.00) | 8035 | 521810 | 17,557.50 |
| 182180528 | Shonn Dougherty | AT&T District Phone Bill (\$22.88), Zoom Renewal (\$149.90) | 8035 | 521810 | 172.78 |
| 182180529 | Special District Risk Management Authority | 2022-23 Workers Compensation Program | 8035 | 521810 | 784.70 |
| 182180530 | Almonte Sanitary District | Payroll Funding, September Payroll Liability | 8035 | 511110 | 5,554.45 |

August Check #'s Sequence

182180524 VOID (August Adjustment)

182180525 VOID (August Adjustment)

182180526 Almonte Sanitary District (August) Payroll Funding, August Payroll Liability 8035 511110 5,759.13

SUMMARIES BY CLASS

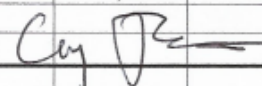
| | |
|---------------------------|------------------|
| 511110 SALARIES | 5,554.45 |
| 521810 OPERATING EXPENSES | 18,534.98 |
| 522512 CAPITAL PROJECTS | |
| Total | 24,069.43 |

PAGE TOTAL: 24,069.43

BY:  Casey Bertenthal

TITLE: Secretary Treasurer Sec/Treas

September 2022
 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 | 3,093.31 | 10577 | |
| David Haflich | Salary | 500.00 | 500.00 | 461.75 | 10578 | |
| Lew Kious/Almonte | 1 | 125.00 | 125.00 | 300.13 | 10579 | Meetings-Almonte, SASM, DC3 |
| | 2 | 100.00 | 200.00 | | | |
| Anne Lahaderne | 1 | 100.00 | 100.00 | 92.35 | 10580 | |
| Linda Rames | 1 | 100.00 | 100.00 | 92.35 | 10581 | |
| Robert Cox | 1 | 100.00 | 100.00 | 92.35 | 10576 | |
| Casey Bertenthal | 1 | 125.00 | 125.00 | 115.43 | 10575 | |
| Alyssa Schiffmann | 1099-1 hr | \$135/hr | 135.00 | 135.00 | 10574 | |
| Coastal Payroll Charges | | | 90.76 | | EFT US Bank | |
| Employer Soc. Sec | | | 306.90 | | EFT US Bank | |
| Employer Medicare | | | 71.79 | | EFT US Bank | |
| Total Financial Liability | | | 5,554.45 | | US Bank | |
| BY:  | | Casey Bertenthal Sec/Treas | | | | |
| DATE: 9/26/22 | | | | | | |

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

8. New Business:

2021-2022 Auditor- The Board approve Terry Krieg to perform the 2021-2022 Audit for the Almonte Sanitary District. Motion to Approve made by Linda, Seconded by Anne. Approved 5-0.

Public Employee Performance Evaluation- District Manager-(Adjourned to Close Session- 5:17pm) Returned to Open Session 6:16pm. Lew reported out of closed session that the Board awarded District Manager (Shonn Dougherty) a 10% pay increase for the quarter-time monthly position. Shonn's salary increased from \$44,400/yr. to \$48,800/yr. with a yearly review next September.

9. Old Business:

10. Board Directors Members Open Time:

11. Next Meeting Date: October 24, 2022 @ 5pm.

12. Adjournment: The meeting was adjourned at 6:22pm. Motion to adjourn made by Casey, Seconded by Lew. Approved 5-0.