

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 July 24, 2023

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 6:00 P.M. Present: Lew Kious, Linda Rames, Anne Lahaderne , Robert Cox, Dave Haflich, Shonn Dougherty (District Manager). Casey Bertenthal (Via Audio).
2. Approval of Minutes for June 29, 2023 Meeting. Motion to Approve by Anne, Seconded by Linda. Approved 4-0.
3. Public Open Time:
4. Secretary-Treasurer's Report: Shonn reported as of this warrant cycle in fiscal 2023-24, we have spent \$7,900.76 which is .6% of the annual budget. This period equates to 8% of the 2023-24 annual budget year. We have \$954,693.37 remaining in reserves. Motion to approve made by Anne, Seconded by Linda. Approved 5-0.
5. Reports by Representatives to Other Meetings: Lew attended the CSDA Meeting. Top County Administrators discussed pipe permit applications for Special Districts. The turnaround time was addressed giving Special Districts accelerated permit reviews. Pipes being prioritized with County procedure. SASM Meeting highlighted an adjustment for annual budget. Plant insurance increased by \$65k, it was an unexpected rate increase.

On July 24, 2023 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
182180574	Roto Rooter (Donald J Calegari Ent Inc)	3 USA's @ (\$225.00)-\$675.00, Cleaning Program (\$9,791.25)	8035	521810	10,466.25
182180575	Shonn Dougherty	AT&T District Phone Bill (\$41.84), Adobe (\$239.88) Google Workspace (\$12.00)	8035	521810	293.72
182180576	Sewerage Agency of Southern Marin	SERP Invoice	8035	521810	2,341.85
182180577	Sewerage Agency of Southern Marin	Marin Map Membership	8035	521810	750.00
182180578	Almonte Sanitary District	Payroll Funding, July Payroll Liability	8035	511110	6,457.26


SUMMARIES BY CLASS

511110 SALARIES
 521810 OPERATING EXPENSES
 522512 CAPITAL PROJECTS

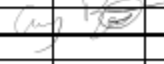
6,457.26
13,851.82

Total 20,309.08

PAGE TOTAL: 20,309.08

BY:  Casey Bertenthal
 TITLE: Secretary Treasurer Sec/Treas

Almonte Sanitary District
 July 2023
 Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	4,066.67	4,066.67	3,388.54	10655	
David Haflich	Salary	500.00	500.00	461.75	10656	
Lew Kious/Almonte	3	525.00	525.00	484.84	10657	Meetings-Almonte, SASM, D
Anne Lahaderne	1	150.00	150.00	138.52	10658	
Linda Rames	1	150.00	150.00	138.52	10659	
Robert Cox	1	150.00	150.00	138.53	10654	
Casey Bertenthal	1	175.00	175.00	161.61	10653	
Alyssa Schiffmann	1099-1.5 hr	\$135/hr	202.50	202.50	10660	
Coastal Payroll Charges			100.76		EFT US Bank	
Employer Soc. Sec			354.43		EFT US Bank	
Employer Medicare			82.90		EFT US Bank	
Total Financial Liability			6,457.26		US Bank	
		BY: 			Casey Berter	Sec/Treas
		DATE: July 30th, 2023				

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

7. New Business:

Resolution 2023-02- Adopting the Appropriations Limit for FY 2022-2023 (Audit).

Board was presented with an Appropriations Limit amount of \$95,464. Motion to Approve by Linda, Seconded by Robert. Approved 5-0.

2022-2023 Auditor- Consideration of engaging Terry Krieg for FY 2022-2023 Audit.

Terry Krieg's Audit Proposal for FY 2022-2023 was given to Board for review. Motion to Approve by Lew, Seconded by Casey. Approved 5-0.

Review Proposal for Case Study Addressing Marin County Grand Jury Report Regarding ADUs.

Board postponed til August, need more input from other District Managers for cost share consideration involving Case Study RFP from Mark Hildebrand.

8. Old Business:

2023-2024 CIP Review and Approval of Bid for Additional Segments

Dave presented Board with proposed extra pipe work for CIP. More information is needed for the \$122,664.20 cost. Board is concerned about money left in reserves, a split cost of extra pipework with most vital repair needed was requested.

Dipsea Café (200 Shoreline HWY) Review and Approval of Administrative Order

Board instructed Shonn to contact appropriate authoritative entity before dropping Administrative Order and starting from zero compliance. Fees and compliance would all reset.

9. Board Directors Members Open Time:

10. Next Meeting Date: August 28, 2023 @ 6pm.

11. Adjournment: The meeting was adjourned at 6:56pm. Motion to adjourn made by Linda, Seconded by Anne. Approved 5-0.