

# ALMONTE SANITARY DISTRICT

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

## DIRECTORS

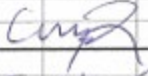
Lew Kious, Chair  
Casey Bertenthal, Secretary-Treasurer  
Anne Lahaderne  
Linda Rames  
Laura Marks

## DISTRICT MANAGER

Shonn Dougherty

### Minutes from August 26, 2024 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 6:02 P.M. Present: Lew Kious, Anne Lahaderne, Linda Rames, Laura Marks, Dave Haflich, Shonn Dougherty (District Manager).
2. Approval of Minutes for July 22, 2024 Meeting. Motion to Approve by Anne, Seconded by Laura. Approved 4-0.
3. Public Open Time:
4. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2024-25, we have spent \$53,552.16. This period equates to 16.66% of the 2024-25 annual budget year. We have \$606,366.09 remaining in reserves. Motion to Approve made by Laura, Seconded by Linda. Approved 4-0.
5. Reports by Representatives to Other Meetings: Lew attended the SASM meeting. Two items on the agenda. The Board officially approved Sycamore line replacement and Board was updated in closed session about litigation.

Almonte Payroll	# of Meeti	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	4,270.00	4,270.00	3,552.78	10749	
David Haflich	Salary	500.00	500.00	461.75	10750	
Lew Kious/Almonte	2	175.00	350.00	323.23	10751	Almonte, SASM
Anne Lahaderne	1	150.00	150.00	138.53	10752	
Laura Marks	2	150.00	300.00	277.05	10753	
Linda Rames	1	150.00	150.00	138.52	10754	
Casey Bertenthal	1	175.00	175.00	161.62	10748	
Alyssa Schifffmann	1099-2 hr	\$135/hr	270.00	270.00	10755	
Coastal Payroll Charges			106.71		EFT US Bank	
Employer Soc. Sec			365.49		EFT US Bank	
Employer Medicare			85.46		EFT US Bank	
Total Financial Liability			6,722.66		US Bank	
	BY:				Casey Berten	Sec/Treas

On August 26, 2024 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
182180654	Almonte Sanitary District	Payroll Funding, August Payroll Liability	8035	511110	6,722.66
182180655	Shonn Dougherty	AT&T District Phone Bill (\$42.49), Google Workspace (\$28.80), Adobe Yearly Subscription (\$239.88), Staples (\$58.98)	8035	521810	370.15
182180656	Marin County Tax Collector	LAFCO Charges FY 2024/25	8035	521810	497.46
182180657	Under Ground Service Alert	Annual Tickets Invoice 2024	8035	521810	479.46
182180658	Central Marin Sanitation Agency	FOG Program Activities 4/1/24- 6/30/24	8035	521810	470.77
182800659	Roto Rooter (Donald J Calegari Ent Inc)	4 USAs @ \$225.00, (\$900.00), Cleaning Program (\$6,395.00)	8035	521810	7,295.00

**SUMMARIES BY CLASS**

511110 SALARIES	6,722.66
521810 OPERATING EXPENSES	9,112.84
522512 CAPITAL PROJECTS	

**Total 15,835.50**

**PAGE TOTAL: 15,835.50**

BY:  Casey Bertenthal  
 TITLE: Secretary Treasurer Sec/Treas

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

7. New Business:

**Hourly Rate Increase for Bookkeeping Services Requested by Alyssa Schiffmann. Increase from \$135 an hour to \$152 an hour, and a 4% yearly automatic escalator.**

Board approved the requested \$152 an hour rate, \$17 increase from \$132 an hour. The 4% yearly automatic escalator increase was put on hold until more information is gathered. Motion made by Anne, Seconded by Laura. Approved 4-0.

8. Old Business:

**2024/25 Preliminary Budget.**

Held over until next month's meeting.

**2023-2024 Auditor- Consideration of engaging Terry Krieg for FY 2023-2024 Audit.**

The Board reviewed the Audit Engagement Letter by Terry Krieg. Motion to Approve made by Lew, Seconded by Linda. Approved 4-0.

9. Board Directors Members Open Time:

10. Next Meeting Date: September 23, 2024 @ 6pm.

11. Adjournment: The meeting was adjourned at 6:40 pm. Motion to adjourn made by Lew, Seconded by Linda. Approved 4-0.