

ALMONTE SANITARY DISTRICT

P.O. BOX 698, MILL VALLEY, CALIFORNIA 94942-0689 (415) 388-8775

DIRECTORS

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

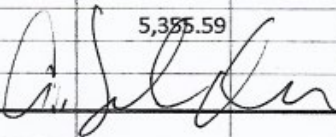
DISTRICT MANAGER

Shonn Dougherty

Minutes from May 18, 2020 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 5:07 P.M. Present: (Via Zoom Video Platform) Lew Kiou, Anne Lahaderne, Linda Rames, (Robert Cox -Via Phone with permission from the Brown Act), Dave Haflich, Shonn Dougherty (District Manager).
2. Approval of Minutes for April 20, 2020 Meeting.
3. Public Open Time: No Public.
4. Public Hearing: Review and Approval of Dipsea Café Administrative Order. (Postponed due to Shelter in Place)
5. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2019-2020, we have spent \$800,367.57, which is 103.2% of the annual budget. This period equates to 91% of the 2019-2020 annual budget. We have \$826,338.18 remaining in reserves. Motion to approve Warrant List and payroll made by Linda, Robert seconded. Approved 4-0.
6. Reports by Representatives to Other Meetings: SASM meeting via Zoom subjected new EDU template process for a future meeting.
7. Manager's Report: A comprehensive Manager's report was included in the Board Packet.

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	3,077.50	10362	
David Haflich	Salary	500.00	500.00	461.75	10363	
Lew Kious/Almonte	1	125.00	125.00	207.78	10364	
	1	100.00	100.00			
Anne Lahaderne	1	125.00	125.00	115.43	10365	
Linda Rames	1	100.00	100.00	92.35	10366	
Robert Cox	1	100.00	100.00	92.35	10361	
Alyssa Schiffmann	1099 1.25 hr	\$130/hr	162.50	162.50	10367	
Paystar Charges				79.70	EFT US Bank	
Employer Soc. Sec				294.50	EFT US Bank	
Employer Medicare				68.89	EFT US Bank	
Total Financial Liability				5,355.59	US Bank	
BY:						Anne Lahaderne Sec/Treas
DATE:	5-18-20					

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

ALMONTE SANITARY DISTRICT

May 18, 2020

On May 18, 2020 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
182180361	Roto Rooter (Donald J Calegari Ent Inc.)	USA's 11 @ -\$168.00, (\$1,848.00) 2020 Cleaning Program (\$363.97) 131 Yale Ave.	8035	521810	2,211.97
182180362	Central Marin Sanitation Agency	Invoice # 20-B150 Services provided by CMSA for the FOG Control Program Management.	8035	521810	1,652.39
182180363	Shonn Dougherty	AT&T(\$32.95)	8035	521810	32.95
182180364	Glosage Engineering	Progress Payment #3 2019-2020 CIP	8035	521810	139,822.31
182180365	CSRMA	Invoice #3546 Deductable Recovery	8035	521810	35.00
182180366	Almonte Sanitary District	Payroll funding, Exact May Payroll Liability	8035	511110	5,355.59

SUMMARIES BY CLASS

511110 - SALARIES	5,355.59
521810 - OPERATING EXPENSES	3,932.31
522512- CAPITAL PROJECTS	139,822.31
Total	149,110.21

PAGE TOTAL: 149,110.21

BY: 
TITLE: Director Anne Lahaderne Sec/Treas

8. New Business: (Set an Emergency Repair Amount Limit)- A \$10,000 Emergency Amount Limit was proposed to vote upon by Board. Lew added two procedural points to add to authorization. 1) District Manager must attempt to reach Board President or a Board Member to concur action. 2) For Governance purpose- when action is taken send notification to Board Members about the dollar amount of action. Motion to Approve made by Anne, Seconded by Linda. Approved 4-0.

9. Old Business: (Postponed due to Shelter in Place)

10. Board Directors Members Open Time: Linda brought of the concern about another rate increase within a year made by Mill Valley Refuse. Lew explained that Alto Sanitary District shares the same concern. Lew reinforced our validity to express consideration of number increase.

11. Next Meeting Date: June 22, 2020 @ 5pm.

12. Adjournment: The meeting was adjourned at 5:32pm. Motion to adjourn made by Lew, Seconded by Robert. Approved 4-0.

