

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 November 27, 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, Casey Bertenthal, Robert Cox, Dave Haflich, Shonn Dougherty (District Manager).
2. Approval of Minutes for October 23, 2023 Meeting. Motion to Approve by Linda, Seconded by Casey. Approved 5-0.
3. Public Open Time: Old Business Item 1., and New Business Item 1. Lew moved up to Public Open Time.
8.1 MVRs Contract Renewal (Gene Della Zoppa- MVRs Vice President will present contract). Gene was present, Lew informed Board about meeting with MVRs officials a few weeks prior to go over the MVRs/ASD contract. The version of contract created with revisions after that meeting is version Board has in packet. County Counsel for ASD and Counsel for MVRs will review and have final draft ready at the next Board Meeting for approval.
7.1 RESOLUTION 2023-03 ASD Resolution authorizing submittal of application(s) for all Regional CalRecycle and Grant Programs for which Almonte Sanitary District is eligible. Garrett Toy (General Manager) of Tamalpais Community Services District presented information about the Regional Grant available for Sanitary Districts interested in having TCSD taking the lead with compliance, reporting, and distributing Grant money. ASD is eligible for \$75k in grant money. Garrett explained that the main benefit of TCSD taking lead in Regional Grant would be to evaluate every District (with R3 Consulting services) making sure all compliances, reports and money spent for services meet all the requirements of SB1383. Almonte will be the 7th of 9 local Sanitary Districts to join Regional Grant if Board approves. Lew requested monthly updates by TCSD about how grant money is spent and what compliances are being met month by month. Motion to approve Regional Grant made by Casey, Seconded by Anne. Approved 5-0.
4. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2023-24, we have spent \$94,271.89 which is 7.2% of the annual budget. This period equates to 42% of the 2023-24 annual budget year. We have \$878,897.36 remaining in reserves. Motion to approve made by Robert, Seconded by Linda. Approved 5-0.

On November 27, 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
182180597	Roto Rooter (Donald J Calegari Ent Inc)	2 USA's @ (\$225.00)-\$450.00	8035	521810	450.00
182180598	Shonn Dougherty	AT&T District Phone Bill (\$42.16), Google Workspace (\$24.00), USPS Stamps (\$19.80), Fed Ex (\$79.97).	8035	521810	165.93
182180599	Nute Engineering	2023 CIP Engineering	8035	521810	12,765.00
182180600	U.S. Postal Service	USPS P.O. Box Yearly Renewal	8035	521810	274.00
182180601	CMSA	FOG Program	8035	521810	331.52
182180602	Almonte Sanitary District	Payroll Funding, November Payroll Liability	8035	511110	7,119.60

SUMMARIES BY CLASS

511110 SALARIES 7,119.60
 521810 OPERATING EXPENSES 1,221.45
 522512 CAPITAL PROJECTS 12765.00

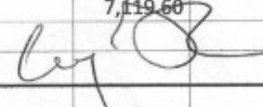
Total 21106.05

PAGE TOTAL: 21106.05

BY:  Casey Bertel

TITLE: Secretary Treasurer Sec/Treas

November 2023
 Staff Consultant Payments

Almonte Payroll	# of Mes	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	4,489.59	4,489.59	3,700.45	10687	Retro Pay Raise Oct.-\$211.46
David Haflich	Salary	500.00	500.00	461.75	10688	
Lew Kious/Almonte	2	175.00	350.00	323.23	10689	Meetings-Almonte x 2
Anne Lahaderne	2	150.00	300.00	277.05	10690	
Linda Rames	2	150.00	300.00	277.05	10691	
Robert Cox	2	150.00	300.00	277.05	10686	
Casey Bertenthal	1	175.00	175.00	161.61	10685	Casey will be paid for an extra
Alyssa Schiffmann	1099-1 hr	\$135/hr	135.00	135.00	10692	Novemeber meeting next month.
Coastal Payroll Charges			106.08		EFT US Bank	
Employer Soc. Sec			386.85		EFT US Bank	
Employer Medicare			90.47		EFT US Bank	
Casey's Voided Check			-13.39			
Total Financial Liability			7,119.60		US Bank	
BY: 					Casey Bertel	Sec/Treas
DATE: 11/27/23						

5. Reports by Representatives to Other Meetings: No Report from other meetings.

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

7. New Business:

RESOLUTION 2023-02 Almonte District Election Resolution.

8. Old Business:

MVRS Contract Renewal

2023-2024 CIP Update

Shonn updated the Board that USA utility markings are being done before work starts next week. The extra change order work on Princeton and California Ave should be done within two weeks.

9. Board Directors Members Open Time:

10. Next Meeting Date: December 18, 2023 @ 6pm.

11. Adjournment: The meeting was adjourned at 6:40pm. Motion to adjourn made by Linda, Seconded by Lew. Approved 5-0.