

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 December 20, 2021 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 5:05 P.M. Present: (Via Zoom Video Platform) Lew Kiou, Anne Lahaderne, Linda Rames (joined meeting at 5:10pm), Robert Cox, Casey Bertenthal, Dave Haflich, Shonn Dougherty (District Manager).
2. AB 361 Adopt a Monthly Resolution to Meet Remotely: Motion to Approve by Robert, Seconded by Lew. Approved 4-0.
3. Approval of Minutes for November 29, 2021 Meeting. Motion to Approve by Anne, Seconded by Casey. Approved 4-0.
4. Public Open Time:
5. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2021-2022, we have spent, \$386,364.98 which is 31.8% of the annual budget. This period equates to 50% of the 2021-2022 annual budget. We have \$772,140.10 remaining in reserves. Motion to approve Warrant List and payroll made by Robert, Seconded by Lew. Approved 4-0.
6. Reports by Representatives to Other Meetings: Lew reported that the SASM meeting contained two main topics. First was an approved budget adjustment for staff openings to be more competitive with designated salaries. Second topic was elections were held for SASM officers. Lew was re-elected President. Lew attended the Marin County Disaster Council. The Fire Marshall noted that Marin rain was great for the drought, but Marin will experience more fire danger from it in October of 2022. Lew also attended the California Special District Association meeting. Roy Given explained Financial process for County Bookkeeping and solid waste issues were discussed.

December 2021
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	3,081.52	10505	
David Haflich	Salary	500.00	500.00	461.75	10506	
Lew Kious/Almonte	1	125.00	125.00	300.14	10507	
	2	200.00	200.00			Special District Association
Anne Lahaderne	1	125.00	125.00	115.44	10508	Disaster Council, SASM Paid in Nov
Linda Rames	1	100.00	100.00	92.35	10509	
Robert Cox	1	100.00	100.00	92.35	10504	
Casey Bertenthal	1	100.00	100.00	92.35	10503	
Alyssa Schiffmann	1099-1 hr	\$130/hr	130.00	130.00	10510	
Coastal Payroll Charges			86.40		EFT US Bank	
Employer Soc. Sec			306.90		EFT US Bank	
Employer Medicare			71.77		EFT US Bank	
Total Financial Liability			5,545.07		US Bank	
	BY:				Anne Lahaderne	Sec/Treas
	DATE:					

TO: ROY GIVEN

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

ALMONTE SANITARY DISTRICT

December 20, 2021

On December 20, 2021 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
182180468	Roto Rooter (Donald J Calegari Ent. Inc.)	USA's- 2@ \$180.00 (\$360.00)	8035	521810	360.00
182180469	Shonn Dougherty	AT&T District Phone Bill-(\$36.60)	8035	521810	36.60
182180470	Nute Engineering	2021 CIP Engineering and Soil testing	8035	521810	11,644.75
182180471	State Water Resources Control Board	SWRCB Annual Permit Fee	8035	521810	3,326.00
182180472	Almonte Sanitary District	Payroll Funding, Exact December Payroll Liability	8035	511110	5,545.07

SUMMARIES BY CLASS

511110 SALARIES	5,545.07
521810 OPERATING EXPENSES	3,722.60
522512 CAPITAL PROJECTS	11,644.75
Total	20,912.42

PAGE TOTAL: 20,912.42

BY:  Anne Lahaderne

TITLE: Director Sec/Treas

12/20/21

7. Manager's Report: A comprehensive Manager's report was included in the Board Packet. Lew requested Shonn include the Annual EPA Report with November's Packet.

8. New Business:

Nomination and Election of Secretary/Treasurer for Almonte Sanitary District- Anne stepped down from the position of Secretary/Treasurer and Casey was voted in by the Board. Lew nominated Casey, Linda Seconded. Approved 5-0.

Adopt Full SB 1383 Ordinance 2021-01 (Regulating Organics Reduction and Recycling)

Shonn informed Board that neighboring Mill Valley Special Districts have adopted the same Ordinance. The Ordinance is in full compliance with State Law. Motion to Adopt SB 1383 Ordinance made by Linda, Seconded by Anne. Approved 5-0.

9. Old Business:

2021 CIP Update- The 2021 Capital Improvement Project is complete. Shonn presented the Board with the Progress Billing No. 1. Hardiman Construction will follow up with contractually addressing private lateral conditions and repairs in the new year.

10. Board Directors Members Open Time:

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

12. Adjournment: The meeting was adjourned at 5:33pm. Motion to adjourn made by Casey, Seconded by Robert. Approved 5-0.

