

# ALMONTE SANITARY DISTRICT

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

## DIRECTORS

Lew Kious, Chair  
Anne Lahaderne, Secretary-Treasurer  
Linda Rames  
Robert Cox  
Casey Bertenthal

DISTRICT MANAGER  
Shonn Dougherty

## Minutes from January 25, 2020 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 5:02 P.M. Present: (Via Zoom Video Platform) Lew Kious, Anne Lahaderne, Linda Rames, Robert Cox, Casey Bertenthal, Dave Haflich joined Zoom at 5:04pm, Shonn Dougherty (District Manager).
2. Approval of Minutes for December 14, 2020 Meeting. Motion to Approve by Linda, Seconded by Robert. Approved 4-0.
3. Public Open Time: No Public.
4. Board Member Recruitment: The Board considered Casey Bertenthal, a candidate for a seat on the Almonte Sanitary District Board. The Board heard a brief introduction and bio from Casey before voting. Motion to approve Casey to the Board of Directors made by Lew, Seconded by Robert. Approved 4-0. Lew read the Oath of Office to Casey; he is now a sworn member.
5. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2020-2021, we have spent, \$361,875.22 which is 32.4% of the annual budget. This period equates to 59% of the 2020-2021 annual budget. We have \$1,075,436.67 remaining in reserves. Motion to approve Warrant List and payroll made by Casey, Seconded by Anne. Approved 5-0.
6. Reports by Representatives to Other Meetings: Lew reported that he attended two SASM meetings this month. First meeting was a special meeting concerning rewarding bids to repair digester. Bids came in over what Board projected. Bumped up original \$1.8m approved Bid amount to \$2m. Regular SASM meeting approved contract with MVRs to begin hauling solid waste from SASM to dump in Sonoma.

January 2021  
Staff Consultant Payments

Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function
Shonn Dougherty	Salary	3,700.00	3,700.00	3,081.52	10418
David Haflich	Salary	500.00	500.00	461.75	10419
Lew Kious/Almonte	1	125.00	125.00	207.79	10420
	1	100.00	100.00		
Anne Lahaderne	1	125.00	125.00	115.44	10421
Linda Rames	1	100.00	100.00	92.35	10422
Robert Cox	1	100.00	100.00	92.35	10417
Alyssa Schiffmann	1099- 1 hr	\$130/hr	130.00	130.00	10423
Caostal Payroll Charges			243.70		EFT US Bank
Employer Soc. Sec			294.50		EFT US Bank
Employer Medicare			68.87		EFT US Bank
Total Financial Liability			5,487.07		US Bank
					BY: <i>A. Lahaderne</i> Anne Lahaderne
					DATE: <i>1-25-21</i>

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

**ALMONTE SANITARY DISTRICT**

January 25, 2021

On January 25, 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
182180405	Roto Rooter (Donald J. Calegarl Ent Inc.)	USA's 7@-\$168.00, 1@-\$198.00, 1@-\$366 (\$1,404.00) Repair (\$3,260.00) 2020 Cleaning Program (\$22,283.50)	8035	521810	26,947.50
182180406	Streamline	Website Membership (Invoice # DC84D1D7-0002)	8035	521810	1,200.00
182180407	Shonn Dougherty	McAfee (\$119.99), Microsoft 365 (\$69.99) AT&T Phone Bill (\$74.03)	8035	521810	264.01
182180408	Almonte Sanitary District	Payroll Funding, Exact January Payroll Liability	8035	511110	5,487.07

**SUMMARIES BY CLASS**

511110 SALARIES	5,487.07
521810 OPERATING EXPENSES	28,411.51
522512 CAPITAL PROJECTS	
<b>Total</b>	<b>33,898.58</b>

PAGE TOTAL: 33,898.58

BY: *A. Lahaderne* *1-25-21* Anne Lahaderne  
TITLE: *Sec. Treasurer* Sec/Treas

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

8. New Business:

9. Old Business: **Resolve 4 Parcels Back Charges**

Shonn explained the two options given by County Counsel on how to proceed with collecting parcel back charges. First option is to request the County Tax Collector to retrieve back parcel assessments. Second option is for the Board to try and collect themselves. All four parcels are paying \$802 a year moving forward. The Board wants more information before deciding. Shonn will research whether assessments were being paid in 2014 before Ordinance 2015-02 was implemented.

10. Board Directors Members Open Time:

11. Next Meeting Date: February 22, 2021 @ 5pm.

12. Adjournment: The meeting was adjourned at 5:36pm. Motion to adjourn made by Anne, Seconded by Linda. Approved 4-0.

