

# 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 January 27, 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 6:00 P.M. Present: Lew Kious, Anne Lahaderne, Casey Bertenthal, Shonn Dougherty (District Manager).
2. Approval of Minutes for November 25, 2024 Meeting. Motion to Approve by Anne, Seconded by Casey. Approved 3-0.
3. Public Open Time:
4. Secretary-Treasurer's Report: Casey reported as of this warrant cycle in fiscal 2024-25, we have spent \$440,851.12. This period equates to 58.33% of the 2024-25 annual budget year. We have \$208,861.87 remaining in reserves. Motion to Approve made by Anne, Seconded by Casey. Approved 3-0.
5. Reports by Representatives to Other Meetings: Lew did not attend any other meetings.

On January 27, 2025 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
182800679	Roto Rooter (Donald J Calegari Ent Inc)	3 USAs @ \$225.00, (\$675.00), 230 Almonte Blvd Investigation of spill (\$1,150.00)	8035	521810	1,825.00
182180680	Shonn Dougherty	AT&T District Phone Bill (\$42.79) Google Workspace (\$28.80) Annual Encroachment Permit (\$501.52)	8035	521810	573.11
<del>182180681</del>	<del>Nute Engineering</del>	<del>Engineering for Urgent Repair Rising Road</del>	<del>8035</del>	<del>521810</del>	<del>2,257.50</del>
182180682	Streamline	2025 Annual Website Hosting Invoice	8035	521810	2,088.00
182180683	Bayside Trenchless Inc	Rising Road Urgent Repair	8035	521810	75,335.62
182180684	Almonte Sanitary District	Payroll Funding, January Liability	8035	511110	7,053.27

**SUMMARIES BY CLASS**

511110 SALARIES 7,053.27  
 521810 OPERATING EXPENSES ~~6,743.61~~ 4,486.11  
 522512 CAPITAL PROJECTS 75,335.62

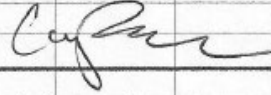
Total ~~89,132.50~~ 86,875.00

PAGE TOTAL: ~~81,132.50~~ 86,875.00

BY:  Casey Bertenthal

TITLE: *Secretary, Treasurer*  
 January 2025 Sec/Treas

**Staff Consultant Payments**

Almonte Payroll	# of Meets	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	4,440.83	4,440.83	3,689.83	10787	
David Haflich	Salary	500.00	500.00	461.75	10788	
Lew Kious/Almonte	1	175.00	175.00	161.61	10789	Almonte
Anne Lahaderne	1	150.00	150.00	138.52	10790	
Laura Marks						
Linda Rames	1	150.00	150.00	138.52	10791	
Casey Bertenthal	2	175.00	350.00	323.22	10786	CASEY IS HOLDING CHECK UNTIL NEXT MONTH
Alyssa Schiffmann	1099-3.50h	\$152/hr	532.00	532.00	10792	
Coastal Payroll Charges			314.34		EFT US Bank	
Employer Soc. Sec			357.48		EFT US Bank	
Employer Medicare			83.62		EFT US Bank	
Total Financial Liability			7,053.27		US Bank	
BY: 					Casey Bertenthal	Sec/Treas
DATE: 1/27/25						

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

7. New Business:

**131 Yale Ave.**- New Construction of a retaining wall punctured the Almonte Sanitary District's Line. Almonte's line runs through the bottom property line of 131 Yale Ave. Roto Rooter discovered posts and concrete while videoing in mid-November. Line has been repaired. (Homeowner did not show up to meeting, held over)

**Form 700 Annual Filing**- Shonn reminded the Board of the April 1<sup>st</sup> 2025 filing deadline.

8. Old Business:

9. Board Directors Members Open Time: Casey will not be present for the March 2025 meeting.

10. Next Meeting Date: February 24, 2025 @ 6pm.

11. Adjournment: The meeting was adjourned at 6:20 pm. Motion to adjourn made by Anne, Seconded by Casey. Approved 3-0.