

# 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  
Kevin Reilly  
Robert Cox

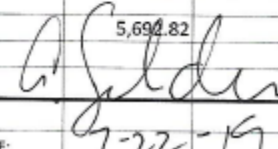
## DISTRICT MANAGER

Shonn Dougherty

### Minutes from July 22, 2019 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 7:03 P.M. Present: Lew Kious, Anne Lahaderne, Linda Rames, Kevin Reilly, Shonn Dougherty (District Manager).
2. Approval of Minutes for June 24, 2019. Motion to Approve by Linda Rames, Lew Kious, seconded. Approved 4-0.
3. Public Open Time: No Public
4. Secretary-Treasurer's Report: Anne reported as of this warrant cycle in fiscal 2019-2020, we have spent \$21,353.16, which is 2.9% of the annual budget. This period equates to 8% of the 2019-2020 annual budget. We have \$1,122,413.86 remaining in reserves. Motion to approve Warrant List and Payroll made by Kevin, Linda seconded. Approved 4-0.
5. Reports by Representatives to Other Meetings: Lew reported that the SASM meeting was short, three items were covered. Board authorized \$923K to refurbish the primary clarifiers at the plant, project will be bid upon. Board approved new general construction rules and standards that are now code for all SASM work. SASM approved Terry Krieg's budget for 2019-2020.
6. Manager's Report: A comprehensive Manager's report was included in the Board Packet. Shonn added up cost for damaged District line by MP CONST. (\$28,683.64.)
7. New Business: Board approved Linda Rames to take over the District checks signee duties from Kevin Reilly. Shonn contacted County and received paperwork from Bank of America, Anne will contact US Bank for the change of position.

New website plans are being held over until next Board Meeting.

Almonte Payroll	# of Meetings	Rate	Gross Amt	Net Amt	Check # or Function	Notes
Shonn Dougherty	Salary	3,700.00	3,700.00	3,069.15	10289	
David Haflich	Salary	500.00	500.00	461.75	10290	
Lew Kious/Almonte	1	125.00	125.00	207.79	10291	
SASM	1	100.00	100.00			
Anne Lahaderne	1	125.00	125.00	115.44	10292	
Linda Rames	1	100.00	100.00	92.35	10293	
Kevin Reilly	1	100.00	100.00	92.35	10294	
Robert Cox	1	100.00	100.00	92.35	10295	
Alyssa Schiffmann	1099 3 hrs	\$130/hr	390.00	390.00	10296	
Paystar Charges			81.80		EFT US Bank	
Employer Soc. Sec			300.70		EFT US Bank	
Employer Medicare			70.32		EFT US Bank	
Total Financial Liability			5,692.82		US Bank	
BY:						Anne Lahaderne Sec/Treas
DATE:	7-22-19					

TO: ROY GIVEN

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

ALMONTE SANITARY DISTRICT

July 22nd, 2019

On July 22nd, 2019 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
182180304	Roto Rooter (Donald J. Calegarl Ent. Inc.)	(Invoice #'s) 13786033, 13830624, 13836355, 13830437, 13905407, 13884753, 13889810, 13903507, 13906068 - 8 USA's @ \$168.00 and 1 USA @ \$198	8035	521810	1,342.00
182180305	Shonn Dougherty	Fed Ex(\$41.56)Staples(\$29.41)USPS(\$16.50)AT&T(\$83.10)	8035	521810	170.57
182180308	Nute Engineering	Invoice #20362(\$186.00)#20431(\$1,118.00)#20363(\$744.00)	8035	521810	2,048.00
182180307	Central Marin Sanitation Agency	Invoice#19-8148 FOG Control Program Services	8035	521810	65.14
182180308	Cresland	Invoice#8528982 RJ District Checks Reorder	8035	521810	100.62
182180309	W. R. Ford	Invoice#2019-19-02 Rosemont Backfill	8035	521820	10,243.44
182180310	Marin County Tax Collector	LAFOO Charges	8035	521820	591.39
182180311	Almonte Sanitary District	Payroll Funding, Exact May Payroll Liability	8035	511110	5,692.82

SUMMARIES BY CLASS

511110 - SALARIES 5,692.82  
521810 - OPERATING EXPENSES 14,015.76  
522512 - CAPITAL PROJECTS 744.00

Total 20,452.58

PAGE TOTAL: \$20,452.58

BY:  Anne Lahaderne  
TITLE: Sec. Treasurer Sec/Treas

8. Old Business:

**Budget-** Final will be presented at next meeting with IT Support adjusted to \$15,000 and Engineering adjusted to \$1,500 under Professional Services in Budget.

**Capital Improvement Project-** Nute Engineering is still drafting plans, will have final plans ready at the August Board Meeting. Kevin reminded CIP to include letter to homeowners within project's scope regarding fixing lateral lines during construction.

**Board Member Recruitment-** Lew has reached out to a few Almonte residents and neighbors interested in joining Board.

9. Board Directors Members Open Time:

10. Next Meeting Date: August 26<sup>th</sup> 2019 @ 7pm.

11. Adjournment: The meeting was adjourned at 7:34pm. Motion to adjourn made by Linda, Seconded by Anne. Approved 4-0.