

ALTO SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF WEDNESDAY, SEPTEMBER 26, 2018

1. Call to Order and Roll Call:

President Janis Bosenko called the meeting to order at 7:34 p.m.
Other board Members present: Directors Roger Gainer, Todd Gates, and Marc Nash
Board Members absent: Tania Kennedy
Staff present: Manager Bill Hansell.

2. Adoption of the Agenda:

Motion: To adopt the agenda as presented.
Moved: Gainer, seconded by Gates.
Vote: Ayes: Bosenko, Gainer, Gates, Nash.
Nays: None
Absent: Kennedy

3. Visitors to the Meeting and Open Time for Public Expression:

There were no visitors to the meeting.

4. Consent Calendar:

- a. Minutes of the Meetings of 08/22/18.
- b. Financial Report for August 2018 and September 2018 List of Payments to be approved.

The Financial Report noted that the Operations Fund has a balance of \$196,723.39 after adjusting for all revenues and warrants cleared by the meeting date. After payment of the proposed warrants and application of deposits, it will have a balance of \$190,919.33 (not incl. any unreported tax revenue.) The Reserve Fund has a balance of \$269,373.57. The most recent Personnel Payment account balance is \$4,448.89. The following warrants were included for approval:

00276	Alto Sanitary District	Personnel Payment Account	4,000.00
00277	Bill Hansell	\$21.62 Printer Ink + \$48 Recorder + \$1.63 USPS	71.25
00278	AT&T	Office Telephone	128.00
00279	Nute Engineering	CIP Engineering FY17-18	1,003.76
00280	Roto-Rooter Plumbers	USA	504.00
00281	AABET Business Systems	250 Business Checks	97.05

Motion: To approve the Consent Calendar, as submitted.
Moved: Gainer, seconded by Nash.
Vote: Ayes: Bosenko, Gainer, Gates, Nash.
Nays: None
Absent: Kennedy

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5. New Business:

- a. Capital Improvement Project FY2018-19 – Planning update.

Hansell reviewed the recommendations from Nute Engineering for the next CIP. Approximately \$440K is budgeted for the CIP this year and the assumption is to target \$330K for the main scope with alternates totaling \$110K. Gainer asked if it would make more sense to delay the main replacement on Thomas Drive until more is known about the potential development at the end of the line. Bosenko asked if the development would affect any of the engineering of the main should it happen. Hansell said he would talk further with Nute about those issues. Gainer noted that the Federal government budgeting should be complete by the end of the month and he is curious to see if any new larger infrastructure work will affect future bids. Gates appreciates having the projects end before the completion of the fiscal year and Hansell agreed that the proposed schedule pushed it a little too close to the end of June 2019. Hansell said he would ask Nute to move the schedule up by a month to allow for more contingencies.

- b. Status of Board Vacancy / Possible Future Appointment.

Hansell explained that the official process will be opened by the Board of Supervisors on 10/02/18 and applications are due by 5pm on 10/23/18. Hansell has advertised it on Next Door and posted it online.

6. Manager's Report:

Hansell reviewed the written report as submitted. The lateral conditions at 1038 Redwood Hwy (aka 4 Central Drive) were discussed. The owner is working with Hansell and Nute to address the issues there. The draft of the second outreach postcard was reviewed. Revisions were suggested and Hansell will follow up with the printer.

7. Reports on Outside Meetings:

- a. SASM Board Meeting of 09/20/18 – Odor control at the plant was a topic in response to the public expression of concern and media reporting on the issue. A status update on the treatment plant construction was discussed and the work is on schedule and going well. Management is even looking at adding back some scope since change orders have been limited.
- b. District Managers' Meeting of 09/12/18 – The same issues were discussed. The NPDES (National Pollution Discharge Elimination System) permit renewal was mentioned as well. A resolution of the suit between TCSD and Sausalito was also touched on. Almonte recently finished their CIP work and their District Manager noted that the realtors he spoke to were aware of lateral issue procedures because they had heard of the information Alto was distributing.

8. Future Agenda Items:

None

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9. Directors' Open Time:

None

10. Adjournment:

Motion: To adjourn the meeting at approximately 8:10pm.

Moved: Gainer, seconded by Nash

Vote: Ayes: Bosenko, Gainer, Gates, Nash

Nays: None

Absent: Kennedy

Minutes respectfully submitted by Bill Hansell.

**THE NEXT REGULAR MEETING WILL BE HELD IN THE
CONFERENCE ROOM OF THE SEWERAGE AGENCY OF
SOUTHERN MARIN, 450 SYCAMORE AVENUE, MILL VALLEY
AT 7:30 P.M., WEDNESDAY, OCTOBER 24, 2018**