

# ALTO SANITARY DISTRICT

## Meeting Minutes

The Regular Meeting of the Board of Directors, Wednesday, 18 December 2019

**1. Call to Order and Roll Call:**

President Janis Bosenko called the meeting to order at 7:34 p.m.  
Other board Members present: Todd Gates, Tania Kennedy, & Emily Elam  
Board Members absent: Marc Nash (Arrived during Item #7a)  
Staff present: Manager Bill Hansell

**2. Adoption of the Agenda:**

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

**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 11/27/19.
- b. Financial Report for November 2019 and December 2019 List of Payments to be approved.

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

**5. New Business:**

- a. Capital Improvement Project FY2019-20 – Review/Discuss progress.  
Hansell provided an update from Nute Engineering on the schedule. Bid packages are out.
- b. Draft FY2018-19 Audit – Review.  
Hansell presented the draft audit for approval. The annual appropriations limit was explained relative to the budget.  
*Motion: To accept the FY2018-19 Audit as final.*  
*Moved: Gates, seconded by Kennedy.*  
*Vote: Ayes: Bosenko, Elam, Gates, Kennedy.*  
*Nays: None*  
*Absent: Nash*
- c. Election of Officers for Calendar Year 2020.

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*Motion: To appoint Tania Kennedy as Secretary for Calendar Year 2020.*

*Moved: Bosenko, seconded by Elam.*

*Vote: Ayes: Bosenko, Elam, Gates, Kennedy.*

*Nays: None*

*Absent: Nash*

*Motion: To appoint Janis Bosenko as President for Calendar Year 2020.*

*Moved: Gates, seconded by Elam.*

*Vote: Ayes: Bosenko, Elam, Gates, Kennedy.*

*Nays: None*

*Absent: Nash*

Note: Marc Nash arrived and joined the meeting.

### 6. **Manager's Report:**

Hansell presented his written report covering management activity since the last meeting. He discussed the general challenges of enforcing inspections related to property sales. Hansell's work with the newly forming Marin Special Districts Association was discussed.

### 7. **Reports on Outside Meetings:**

- a. SASM Board Meeting of 12/19/19 – The meeting is pending. The agenda was discussed.
- b. District Managers Meeting of 12/11/19 – Hansell discussed the ongoing EDU and 1992 ordinance study by the SASM consultant, Mark Hildebrand.

### 8. **Future Agenda Items:**

None

### 9. **Directors' Open Time:**

President Bosenko sends best wishes to Director Elam on the delivery of her baby.

### 10. **Adjournment:**

*Motion: To adjourn the meeting at approximately 8:21pm.*

*Moved: Kennedy, seconded by Bosenko.*

*Vote: Ayes: Bosenko, Elam, Gates, Kennedy, Nash*

*Nays: None*

*Absent: None*

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, JANUARY 22, 2020**