

# ALTO SANITARY DISTRICT

## Meeting Minutes

The Regular Meeting of the Board of Directors, Wednesday, 22 April 2020

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

President Janis Bosenko called the online meeting to order at 7:36 p.m.

Other board Members present: Emily Elam, Todd Gates, Tania Kennedy, & Marc Nash

Board Members absent: None

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, Nash*

*Nays: None*

*Absent: None*

### 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 03/25/20.

b. Financial Report for March 2020 and April 2020 List of Payments to be approved.

*Motion: To approve the Consent Calendar, as submitted.*

*Moved: Kennedy, seconded by Elam.*

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

*Nays: None*

*Absent: None*

### 5. **New Business:**

a. Capital Improvement Project FY2019-20 – Hansell reported that most of the work is complete. A change order was requested to add the replacement of the problematic Shell Rd line.

*Motion: To approve the Change Order to replace the west end of the Shell Rd line as presented.*

*Moved: Gates, seconded by Kennedy.*

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

*Nays: None*

*Absent: None*

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- b. MVRS Rate Increase Proposal – Hansell explained the draft increase in the MVRS contract based upon reduced revenue from commercial properties. The Board expressed dissatisfaction with the proposal and the contract’s protections for the vendor. The directors asked for the contract to review and Hansell stated he would pass on the board’s opinion to MVRS.
- c. Draft FY2020-21 Budget – Hansell explained the draft budget which reflects increased costs for SASM sewage treatment. For this draft, revenues remain unaffected by the pandemic but that may change if tax collection is affected. Another draft will be presented in May and the final budget will be adopted at the June meeting.
- d. Website Updates for Financial Transparency – A follow-up to the prior Grand Jury report was presented. Hansell has already implemented the required changes to the District’s website.

### 6. **Manager’s Report:**

Hansell presented his written report covering management activity since the last meeting.

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

- a. SASM Board Meeting of 04/16/20 – Gates noted that the next SASM budget will again include funds for lateral replacement grants and loans. The member agency assessment calculation was discussed again. Although MMWD has measurements for water usage, the existing basis of using EDU’s for the assessments will continue.
- b. District Managers Meeting of 04/08/20 –

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

Hansell described a proposal for ADA website compliance and suggested it be considered at a future time when competing proposals are acquired. The board expressed reservations but agreed it would be helpful to explore the issue further.

### 9. **Directors’ Open Time:**

Bosenko has been asked to serve on the County Flood Advisory Board for Zone 3 and after verifying there would be no conflict of interest her name will be submitted to the Board of Supervisors for consideration.

### 10. **Adjournment:**

*Motion: To adjourn the meeting at approximately 8:52pm.*

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*Moved: Kennedy, seconded by Elam.*

*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, MAY 27, 2020**