

ALTO SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF WEDNESDAY, JULY 25, 2018

1. Call to Order and Roll Call:

President Janis Bosenko called the meeting to order at 7:33 p.m.

Other board Members present: Secretary/Treasurer Tania Kennedy, Directors Roger Gainer, and Todd Gates.

Board Members absent: Marc Nash

Staff present: Manager Bill Hansell.

2. Adoption of the Agenda:

Motion: To adopt the agenda as presented.

Moved: Gainer, seconded by Bosenko.

Vote: Ayes: Bosenko, Gainer, 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 06/27/18.

b. Financial Report for June 2018 and July 2018 List of Payments to be approved.

The Financial Report noted that the Operations Fund has a balance of \$294,000.36 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 \$277,262.12 (not incl. any unreported tax revenue.) The Reserve Fund has a balance of \$218,756.18. The most recent Personnel Payment account balance is \$3,773.21. The following warrants were included for approval:

00256	Alto Sanitary District	Personnel Payment Account	4,500.00
00257	AT&T	Office Telephone	128.15
00258	Consumer Cellular	Cell Phone	21.89
00259	Nute Engineering	Engineering GIS Mapping FY17-18	2,124.00
00260	Nute Engineering	Lateral Oversight	2,560.00
00261	Nute Engineering	CIP Engineering FY17-18	2,137.00
00262	Roto-Rooter Plumbers	USA	504.00
00263	SASM	MarinMap Membership Allocation	3,875.00
00264	Marin County Tax Collector	LAFCO Charges	288.01
00265	Marin County Tax Collector	County Counsel 4th Qtr	385.00
00266	USA of Nor Cal	Annual % of Tickets Fee	215.19

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Motion: To approve the Consent Calendar, as submitted.

Moved: Gates, seconded by Gainer

Vote: Ayes: Bosenko, Gainer, Gates, Kennedy

Nays: None

Absent: Nash

5. New Business:

a. Resolution 2018-04 – A Resolution Adopting the Appropriations Limit for Fiscal Year 2018-19 and the Appropriations Subject to Limit for Fiscal Year 2018-19.

Motion: To adopt the Appropriations Limit and Appropriations Subject to Limit as stated.

Moved: Gainer, seconded by Gates.

Vote: Ayes: Bosenko, Gainer, Gates, Kennedy

Nays: None

Absent: Nash

6. Manager's Report:

Hansell reviewed the report as published. Kennedy has filed for the four year seat and Nash's filing is pending. No one has filed yet for the short term seat. If no one files by the deadline then an appointment will be made by the Board of Supervisors. Hansell showed the first public notification postcard that is being readied for distribution. A draft of the second postcard was discussed. Instead of a proposed different topic, Gainer suggests further focus on toxics, pharmaceuticals, and other items that should not be flushed. The proposed topic on fixing laterals is already being discussed in the community. Hansell confirmed he would give that direction to the designer/printer. Bosenko asked about a property on Shell under construction re: the approval of the lateral. Hansell noted completion of that one and others on the latest permit list were discussed. Hansell said there are (10) on the "pending permits" list with (2) being closed to issuance. A number of the older ones need to be addressed by counsel. Hansell said he will be finishing the EDU updates for the County soon and has made some updates to the website.

7. Reports on Outside Meetings:

a. SASM Board Meeting of 07/19/18 – Gates said the CIP project is proceeding nicely. Gainer asked if the Manager was happy with the progress and Gates confirmed that was the case. Gates also noted that the emergency repair of the Belvedere force main was completed. A CIP for the collection system is proceeding as well and appears to be under budget.

b. District Managers' Meeting of 07/11/18 – Hansell stated that the same material was covered. He said there was also a presentation on Smart manhole covers. Some of the SASM agencies were interested and will be following up. Bosenko asked if the Shell Rd "dip" would be a candidate for this type of technology. Hansell said he didn't think that would be the best application. Hansell said the covers are for recording ongoing flow data over the long term in a larger system rather than just following a single trouble spot. Bosenko asked about the status of LAFCO re: development on Knoll Rd and Hansell pointed out that LAFCO still does not have a permanent manager. Gainer reminded Hansell that the issue of long term liability for the condition of the Knoll Rd lateral extension should be kept at the forefront of any discussions

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with the property owner.

8. Future Agenda Items:

None

9. Directors' Open Time:

Kennedy stated that she will be unable to attend the September meeting. Gainer stated he will be unable to attend the August meeting.

10. Adjournment:

Motion: To adjourn the meeting at approximately 9:07pm.

Moved: Kennedy, seconded by Gates

Vote: Ayes: Bosenko, Gainer, Gates, Kennedy

Nays: None

Absent: Nash

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, AUGUST 22, 2018**