

ALTO SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF WEDNESDAY, NOVEMBER 28, 2018

1. Call to Order and Roll Call:

President Janis Bosenko called the meeting to order at 7:44 p.m.

Other board Members present: Directors Roger Gainer, Todd Gates, Tania Kennedy, and Marc Nash

Board Members absent: None

Staff present: Manager Bill Hansell.

2. Adoption of the Agenda:

Motion: To adopt the agenda as presented.

Moved: Gainer, seconded by Kennedy.

Vote: Ayes: Bosenko, Gainer, 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 10/24/18.

b. Financial Report for October 2018 and November 2018 List of Payments to be approved.

The Financial Report noted that the Operations Fund has a balance of \$190,754.81 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 \$172,419.06 (not incl. any unreported tax revenue.) The Reserve Fund has a balance of \$269,373.57. The most recent Personnel Payment account balance is \$4,312.57. The following warrants were included for approval:

00288	Alto Sanitary District	Personnel Payment Account	4,100.00
00289	Bill Hansell	Printer Ink, Copies	22.75
00290	AT&T	Office Telephone	148.75
00291	Nute Engineering	Reporting - GIS, SSRAP, SSMP	4,269.00
00292	Nute Engineering	Water Board Inspection Asst	4,032.00
00293	Roto-Rooter Plumbers	USA	900.00
00294	Roto-Rooter Plumbers	Cleaning	1,675.00
00295	Marin County Tax Collector	FY18-19 1st Qtr County Counsel	397.25
00296	CSDA	2019 CSDA Membership Renewal	2,791.00

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Motion: To approve the Consent Calendar, as submitted.

Moved: Gainer, seconded by Kennedy.

Vote: Ayes: Bosenko, Gainer, Gates, Kennedy, Nash.

Nays: None

Absent: None

5. New Business:

a. Status of Board Appointment.

Hansell introduced Emily Elam to the Board. He noted that Supervisor Sears requested that the board conduct a brief interview prior to making a recommendation. Hansell began the interview with questions from the County's application form that address being responsible to a diverse population. Elam noted her background with the Federal government on those issues. Hansell stated that while serving the agency all board members must put the public interest above any personal concerns and Elam agreed that she would do so. Gainer introduced himself, complimented Elam on her resume, and expressed regret that he would not be able to serve alongside her. Bosenko stated that all the current directors live west of 101 so it will be good to have representation from the east side. Elam asked what challenges the current board faces. Bosenko explained the oversight of the Water Board due to the prior spill and the plan to repair and replace the collection system per the CIP. Kennedy asked what brought Elam to the area. Elam explained her work history in DC and personal reasons for coming to Mill Valley over four years ago. Gates believes the District will be lucky to have Elam serve and looks forward to it. Nash agreed and was impressed with the application.

Motion: To endorse Emily Elam's candidacy to the Board of Supervisors for appointment.

Moved: Gainer, seconded by Kennedy.

Vote: Ayes: Bosenko, Gainer, Gates, Kennedy, Nash.

Nays: None

Absent: None

b. Regional Water Board Inspection – Review.

Hansell described in detail the Water Board inspection that occurred on 11/13/18. He is expecting a draft report back before the end of the year. He indicated that the inspectors may want to meet in the field to review some of the prior CIP work. He will keep the board updated on any further news but overall the inspection was positive with just minor paperwork issues noted by the inspectors.

6. Manager's Report:

Hansell reviewed the written report. There were no spills over the past month and some cleaning was completed. The auditor is waiting for Hansell to send him some requested documents. Other than that most of the information has been carried over from October since the inspection was the recent focus of the manager's work.

7. Reports on Outside Meetings:

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- a. SASM Board Meeting of 11/15/18 – The meeting was canceled. Director Nash will attend the December meeting since Gates will be out of town.
- b. District Managers’ Meeting of 11/14/18 – The managers received an update on the treatment plant project. The 2009 agreement with Roto-Rooter was discussed. It needs to be updated since some of the references are obsolete. Bosenko asked if there was any discussion about putting the contract out to bid. Hansell said he would follow up on either proposing a new contract or pulling together an RFP. Gainer expressed concern about losing the historical knowledge that Roto-Rooter has acquired over so many years of service to the District. Gates felt an updated contract would be helpful that clearly states expectations and asked if a template is available for that. Hansell said he’ll be reviewing the original 2009 contract and is waiting to see how much time SASM will be spending on the effort. He will come back to the board when he knows more on the issue. Hansell said a couple of the other Districts reported completion of their CIP’s. Bosenko asked if there was any discussion of the recycling pilot program. Hansell said he had not heard any news. Elam stated that her property is on the program and she worries about the amount of material build-up due to the extended schedule. Elam has not had a personal problem with the change but feels some residents may just divert the material to landfill containers in lieu of recycling.

8. Future Agenda Items:

Gainer asked for an update on the next public info postcard. Bosenko requested an update on the MVRS recycling pilot program.

9. Directors’ Open Time:

Gainer thanked the Board and enjoyed working with everyone. He believes that the agency’s work is very good and that the progress since he joined has been substantial. Gates thanked Roger for all the time expended during the rate increase. Gainer wanted to remain on the board during that transition as well as the SASM capital campaign and he was glad to see both completed.

10. Adjournment:

Motion: To adjourn the meeting in honor of Roger Gainer’s six years of service on the Alto Board at approximately 8:45pm.
Moved: Kennedy, seconded by Bosenko
Vote: Ayes: Bosenko, Gainer, 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, DECEMBER 26, 2018**