

# ALTO SANITARY DISTRICT

## Meeting Minutes

The Regular Meeting of the Board of Directors, Wednesday, 26 August 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: Secretary/Treasurer Tania Kennedy, Director Emily Elam, & Director Todd Gates. Director Marc Nash joined the meeting at 7:40pm.

Board Members absent: None

Staff present: Manager Bill Hansell

### 2. **Adoption of the Agenda:**

*Motion: To adopt the agenda as presented.*

*Moved: Gates, Seconded by Kennedy.*

*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 07/22/20.

b. Financial Report for July 2020 and August 2020 List of Payments to be approved.

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

*Moved: Elam, seconded by Kennedy.*

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

*Nays: None*

*Absent: Nash*

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

a. MVRS Rate Request:

Hansell noted that the public hearing on the rate increase will be scheduled for the regular September board meeting. He shared the agenda for and description of a meeting held between some of the other agencies that also contract with MVRS. The differences between the agency contracts was discussed as well as potential ways to coordinate on future terms. Hansell will obtain a proposal from the audit consultants, R3, to engage in a cooperative agreement between the agencies. Bosenko noted that the total rate increase since 2014 will be 28.31% if the current request is approved. The board questioned the increases in MVRS's insurance rates (both liability and workers comp) which seem unusually high.

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b. Proposal from City of Mill Valley for Sewer Maintenance Services:

Hansell presented a proposal from the City of Mill Valley to provide maintenance services in lieu of those currently under contract with Roto-Rooter. In its initial form the proposal appears to be more expensive than Roto-Rooter's and would not save the District in cleaning costs. The comparative study did raise the question of whether the District should condense its cleaning schedule. The existing schedule was based on an older calendar with the intent of cleaning 1/3 of the District's mains annually. If funding allowed, it would make more sense to clean once per year, e.g. in the Fall before the winter storms, rather than to spread multiple cleanings out over all 12 months. This would need to be coordinated with the periodicity of the maintenance requirements because certain newer pipes are only cleaned every three years while the poorest are cleaned every six months.

6. **Manager's Report:**

Hansell presented his written report covering management activity since the last meeting. Hansell also discussed some recent issues with shared laterals in the District that are under review.

7. **Reports on Outside Meetings:**

- a. SASM Board Meeting of 08/20/20 – Gates shared that SASM has been incorrectly calculating the annual assessments based on a flawed spreadsheet. Adjustments will be made to the next billing to correct the error. Also, in the next SASM meeting the annual increases for assessments should remain around 5% max given the current CIP schedule. Gates credited former district manager Roger Pasket for his work on the District's prior rate increase which appears to be accurately supporting the District's needs.
- b. District Managers Meeting of 08/12/20 – There was no additional info to report.

8. **Future Agenda Items:**

The MVRS Rate Increase proposal will be on the next agenda.

9. **Directors' Open Time:**

Elam stated she may not be available for the regular October board mtg.

Gates inquired about the 47 N Knoll service fees which Hansell clarified are for Marin County affordable housing units on that property.

Gates also asked about the CIP comparison cost spreadsheet which Hansell had issued. Gates said he appreciated the information.

Gates asked about Bosenko's Flood District appointment. Bosenko confirmed that the Board of Supervisors confirmed the appointment.

10. **Adjournment:**

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*Motion: To adjourn the meeting at approximately 8:32pm.*

*Moved: Kennedy, seconded by Gates.*

*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, SEPTEMBER 23, 2020**