

# ALTO SANITARY DISTRICT

## Meeting Minutes

The Regular Meeting of the Board of Directors, Wednesday, 26 July 2023

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

President Janis Bosenko called the meeting to order at 7:32 p.m.

Other board Members present: Secretary/Treasurer Marc Nash, Director Mike Faust, Director Todd Gates.

Board Members absent: Director Porter Merriman

Staff present: Manager Bill Hansell

### 2. **Visitors to the Meeting and Open Time for Public Expression:**

No comments were received.

### 3. **Consent Calendar:**

a. Minutes of the Meeting of 05/24/2023 and 06/28/2023.

b. Financial Reports for June 2023 and the August 2023 Lists of Payments

*Motion: To adopt the consent calendar.*

*Moved: Nash, Seconded by Faust*

*Vote: Ayes: Bosenko, Faust, Gates, Nash*

*Nays: None*

*Absent: Merriman*

### 4. **New Business:**

a. Capital Improvement Project FY2022-2023 – Hansell conveyed information from Nute Engineering that the Contractor believes he will start the work in about a month. The engineer is concerned about conflicts with school traffic at the start of the academic year. Hansell also said he is still working on a draft notice to residents about the work and private lateral requirements.

5. **Manager's Report:** Hansell said that a number of lateral certifications have been completed. He also said that the Marin County Special Districts Association hosted a meeting featuring the County Administrator's office. Two deputies attended to discuss improving the interface between districts and the County. MCSDA will hold another meeting next week with Marin County DPW on the same topic. Hansell informed the Board that SASM's RFP for sewer maintenance services only resulted in one proposal. He noted that the prevailing wage requirements was mentioned as an issue. The SASM GM will be pursuing some other options now that the RFP process is over. Hansell will follow up with the other district managers on their strategy for future maintenance. Gates asked about the budget tracking sheet, which was missing from the board packet. Hansell said he will forward the final one for the fiscal year, although there will be reconciliations as part of the next audit.

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

a. SASM Board Meeting of 07/20/2023 – Gates noted that most of the time was spent in

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Closed Session on a legal issue. He said the only other item was an update to a budget line-item. The SASM Manager's Report was included in the packet.

- b. District Managers Meeting of 07/12/2023 – The main subject was the result of the Maintenance RFP

7. **Future Agenda Items:** None

8. **Directors Open Time:** Bosenko mentioned weed growth adjacent to the fence at SASM's pump station and the PGE property.

9. **Adjournment:**

*Motion: To adjourn the meeting at 7:55pm.*

*Moved: Nash, Seconded by Faust*

*Vote: Ayes: Bosenko, Faust, Gates, Nash*

*Nays: None*

*Absent: Merriman*

Minutes respectfully submitted by Bill Hansell.

**THE NEXT REGULAR MEETING WILL BE HELD IN THE SASM CONFERENCE ROOM, 450 SYCAMORE AVE, MILL VALLEY, CA AT 7:30 P.M. ON WEDNESDAY, AUGUST 23, 2023, AND NOTICED IN ADVANCE PER THE BROWN ACT ON THE DISTRICT'S WEBSITE.**