

ALTO SANITARY DISTRICT

Meeting Minutes

The Regular Meeting of the Board of Directors, Wednesday, 26 February 2025

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

President Janis Bosenko called the meeting to order at 7:35p.m.

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

Board Members absent: None

Staff present: Manager Bill Hansell

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

No comments were received.

3. **Consent Calendar:**

a. Approval of the Minutes of the Regular Meetings of 12/18/2024 & 01/22/2025
(Postponed)

b. Approval of January 2025 Financial Reports & February 2025 List of Payments.

Motion: To adopt the Financial Reports & List of Payments

Moved: Merriman, Seconded by Gates

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

Nays: None

Absent: None

4. **New Business:**

a. Capital Improvement Project FY2024-25:

Hansell reported that the project has not started yet. The work has been delayed due to the Encroachment Permit application. The District obtained its annual maintenance encroachment permit but the contractor has not obtained one for the CIP. Hopefully, that will be recorded soon.

b. FY2022-23 & FY2023-24 Audits – The FY2022-23 audit should be ready to present by the next meeting. All the statements and forms have been signed but the auditor is still completing their own internal checks. Hansell noted that Marin County is now requesting copies, which they have not done in the past. The bookkeeper is working on the FY2023-24 background material.

5. **Manager's Report:**

Hansell stated that District work has been fairly light. There has been one issue resolving some joint laterals, which SASM complained about due to the connection to a SASM main. This is the first situation like this since Hansell started managing in 2016. There needs to be a future review of shared laterals connecting to SASM mains in order to avoid similar disputes.

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6. **Reports on Outside Meetings:**

- a. SASM Board Meeting of 2/20/2025 – Nash attended the meeting. The succession of the new manager was discussed and the issue of shared laterals that Hansell just addressed.
- b. District Managers Meeting of 2/12/2025 – The same topics were discussed.

7. **Future Agenda Items:** Hansell requested that the Board discuss mandatory retirement plan requirements, which the Paychex representative asked about. Bosenko asked that County Counsel be consulted first.

8. **Directors Open Time:** None

9. **Adjournment:**

Motion: To adjourn the meeting at 8:01pm.

Moved: Nash, Seconded by Faust

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

Nays: None

Absent: None

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 7:30P.M. ON WEDNESDAY, MARCH 26th, 2025, AND NOTICED IN ADVANCE PER THE BROWN ACT ON THE DISTRICT'S WEBSITE.