

Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

(562) 493-9932

www.sunsetbeachsd.org

Minutes for the General Meeting of the Board of Directors

April 9th, 2015

7:00 p.m. - Sunset Beach Woman's Club

Directors present: President John Woods, Secretary Graham Hoad, Director Bernard Hartmann, and Director Jon Regnier
Staff present: Superintendent Jim Caslin, Engineer Dawes, and Clerk Chris Montana.
Community: None.

President Woods called the meeting to order at 7:00 p.m.

Community Input/Board Member Items: None.

Minutes of the March 12th, 2015 General Board Meeting: The Directors read the minutes of the March 12th, 2015 General Meeting of the Board of Directors. Director Regnier moved to approve the minutes as presented. Secretary Hoad seconded. The motion was passed unanimously.

Current Bills: The Directors reviewed Claims Transmitted for Payment dated April 9th, 2015, totaling \$74,132.02. Secretary Hoad moved to approve the Claims Transmitted for Payment as prepared. Director Regnier seconded. The motion was passed unanimously.

Treasurer's Fund Balance Report: In Treasurer Griffin's absence, the Clerk reported the Fund Balance as of March 31, 2015 to be \$1,455,636.

Clerk's Report: Clerk Montana reviewed the March 31, 2015 trial balance with the Board. The Clerk reported that all Form 700's had been timely filed, distributed employment posters and safety meeting materials to the Superintendent, and discussed a legal brief received from CSDA regarding new public contract code laws.

Superintendent's Maintenance Report: - See attached. Superintendent Caslin discussed with the Board current code compliance issues within the District being resolved. The superintendent also related the staff's satisfaction with the new manhole covers that were installed.

Engineer's Report: - See attached.

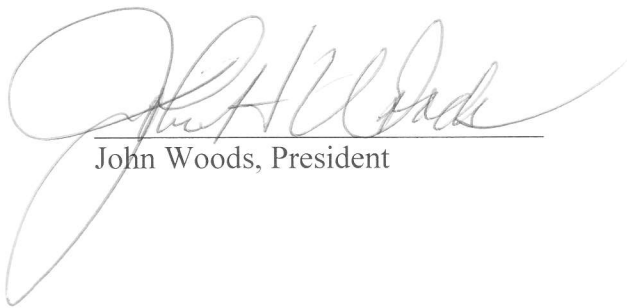
New Business / Board Member Items: Director Regnier discussed with the Board the District's current permit ordinance, the costs/benefits of permit payers, and whether certain private lateral inspections should be included with fees paid. Engineer Dawes agreed to investigate what other jurisdictions are doing in this area and to report to the Board at a future date.

Adjournment to Closed Executive Session: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting to Closed Executive Session at 7:25 p.m.

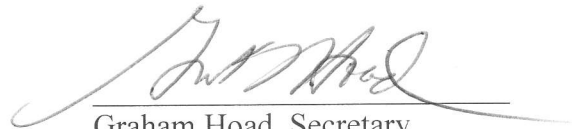
Sunset Beach Sanitary District
April 9th, 2015 Minutes

The Closed Session was called under the Personnel Exception, Performance Review and Labor Negotiations Pursuant to Government Code Sections 54957.6 and 549.57(b). Director Regnier seconded. Meeting was unanimously adjourned and Clerk Montana and Superintendent Caslin were excused.

Reconvene to Open Session: After conclusion of the Closed Executive Session, President Woods reconvened to Open Session. There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting at 7:40 p.m. Director Hoad seconded and meeting was unanimously adjourned.

A large, stylized handwritten signature in dark ink, appearing to read 'John Woods', written over a horizontal line.

John Woods, President

A handwritten signature in dark ink, appearing to read 'Graham Hoad', written over a horizontal line.

Graham Hoad, Secretary



Sunset Beach Sanitary District

Of Orange County
P.O. Box 1185
Sunset Beach, CA 90742

Superintendent's Report
Board Meeting

April 8, 2015

1. One new Building Permit issued. Funds given to Clerk.
2. Smart Covers reinstalled, all systems operational.
3. New Manhole lids and covers installed.
4. Safety Meeting Conducted subject covered:
 - a. Hazard Awareness
5. Review Flow Report (4 yr. Average).
6. Hot Spot and Wet Well cleaning is scheduled for this month.
(Staff, Performance Pipeline and Flo-Services)
7. Quarterly Pump Station Maintenance and Safety inspection to be completed this month. **(Staff, Flo Services)**
8. All updates to this report will be presented at the Board Meeting.

MEMORANDUM

April 3th, 2015

To: Board of Directors of the Sunset Beach Sanitary District
District Counsel
Superintendent
District Clerk

From: Tom Dawes

SUBJECT: Engineer's Report for the April 9th, 2015 Regular Board Meeting.

1. Emergency Generator for Broadway Pump Station.

The electrical plans are done and under review. The civil plans are not started, and the project is behind our schedule. I'll review issues with you at the meeting.

2. Warner Avenue Gravity Sewer.

Paving is scheduled for April 20th; I don't know why it was delayed. However, the delay allowed us to replace the 36-inch manhole frame and cover with the new composite cover ahead of the new paving, which is good.

The City is receiving odor complaints from the neighbors of the new pump station. They believe they can help mitigate the problem by rebuilding the vents we used to operate and have asked permission to do so. They will attach vent pipes to the top and bottom of our new meter manhole, the idea being to create a small pressure differential that will hopefully allow venting without fans. I told them I have no objections, since it would be their project and would review it with you at the meeting. This came up April 2nd, and they want to complete it before the street is paved.

We still haven't been able to rebuild the cabinets on the sidewalk, but we're closer. I'll brief you on the progress, or lack thereof, at the meeting.

3. Invoice for Professional Services.

I have submitted an invoice in the amount of \$4,933.21 for professional services and expenses at cost for the two month period of February 1, 2015 through and including March 31, 2015. If you have any questions, I'll answer them at the meeting.