



# Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

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[www.sunsetbeachsd.org](http://www.sunsetbeachsd.org)

Minutes for the General Meeting of the Board of Directors  
August 11th, 2016 - 7:30 p.m. - Sunset Beach Woman's Club

**Directors present:** President John Woods, Treasurer Greg Griffin, Secretary Graham Hoad, and Director Bernard Hartmann.  
**Staff present:** Superintendent Jim Caslin, Engineer Tom Dawes, and Clerk Chris Montana.  
**Community:** None.

President Woods called the meeting to order at 6:55 p.m.

Community Input: None.

Review and Possible Approval of the July 14th, 2016 Annual Board of Equalization Meeting Minutes: After Directors reviewed the July 14th, 2016 Minutes for the Annual Board of Equalization Meeting, Secretary Hoad moved to approve as amended. Treasurer Griffin seconded, and the motion passed unanimously.

Review and Possible Approval of the July 14th, 2016 General Board Meeting Minutes: After Directors reviewed the July 14th, 2016 Minutes for the General Meeting of the Board, Treasurer Griffin moved to approve as prepared. Secretary Hoad seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the August 11th, 2016 Claims Transmitted for Payment in the amount of \$53,708.41 for review, discussion and possible approval. Secretary Hoad moved to approve as prepared, Director Hartmann seconded, and the motion passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of July 31, 2016 to be \$1,035,725.

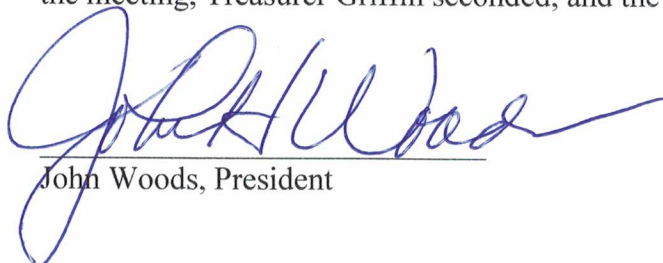
Clerk's Report: Clerk Montana reviewed the trial balance with the Board. The Clerk reported that the 2<sup>nd</sup> quarter payroll tax returns had been timely prepared and filed.

Superintendent's Report: - See attached.

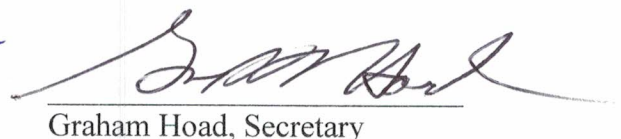
Engineer's Report: - See attached.

New Business / Board Member Items: None.

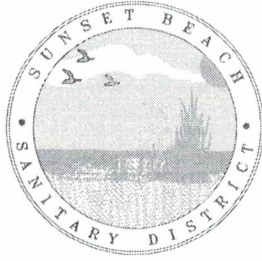
Adjournment: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting, Treasurer Griffin seconded, and the meeting was unanimously adjourned at 7:40 p.m.



John Woods, President



Graham Hoad, Secretary



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

Superintendent's Report  
Board Meeting

August 11, 2016

1. Check Valves needed to be cleaned out again. We're averaging approximately 12 to 14 days between cleaning. Flo-Services did not charge us overtime for that call-out. They made a special trip from a job in Ventura to repair our issue. **(Flo-Services and Staff)**.
2. Monthly Training Conducted: **(Staff)**.
  - a. Back Safety.
3. Review Flow Reports.
4. Various permit issues being resolved by our District Engineer with the cities involved.
5. No Emergency call-outs during this reporting period.
6. All updates to this report will be presented at the Board Meeting.

# MEMORANDUM

August 5<sup>rd</sup>, 2016

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

From: Tom Dawes

SUBJECT: Engineer's Report for the August 11<sup>th</sup>, 2016 Regular Board Meeting.

## **1. Broadway Pump Station Emergency Generator.**

To date, 8 contractors have requested plans and specifications for the project, 1 of which has told me they won't bid. Bids are due August 24<sup>th</sup>; the non-mandatory job walk is August 17<sup>th</sup>.

I responded to a sharp City of HB demand for a list of our contractors for this project with a sharp response that the bids haven't been received yet.

## **2. Warner Meter.**

By the time of this meeting, our Shark meter should have been pulled, cleaned and ready for storage. We will soon disconnect the SCE meter. We will receive a bill for the removal and cleaning of the meter.

## **3. Surfside Colony C-Row laterals.**

Director Regnier attended a meeting of the Board of Directors of the Surfside Colony Association and learned that they planned to re-pave Pacific Avenue from the entrance gate to the north terminus. He and the SCA President thought it would be a good idea if the laterals could be fixed before that work was done. I'll be discussing our options and seeking direction from you at the meeting.

## **4. Surfside Colony C-30 & B-104 Laterals.**

Recently I sent a letter to the Director of the Seal Beach Building Department requesting that the City not authorize building occupancy until the Superintendent signs off on the sewer laterals. The builder connected C-30 without inspection (to Pacific Ave.), and has not connected B-104 to the sewer in Surfside Ave. We want to make sure the houses are not connected to the same lateral.

## **5. Broadway Check-Valve Plugging.**

I've done some research about our discharge check-vale problem, discussing it with vendors, Costa Mesa Sanitary District and the City of Huntington Beach. Between them, CMSD and HB have more than 40 sewage pump stations. They all have problems of check-valves ragging up with flushable wipes; but it seems our problem is worse than theirs.

I quizzed on specifics, such as the check-valves in the horizontal position vs vertical position, and high head vs low head. I didn't find a common dominator or a magic bullet.

We have a high head pump station, i.e. the pumps pressurize the sewage enough to lift it up and push it through more than a ½ mile of force main. Our check valves are in the vertical position; if we were to ever re-build the station I'd recommend placing them in the horizontal position. I think the combination of a high head station, and



the valves in the vertical position, makes the problem worse. I think, but can't say for sure, that the valves can't close as fast as we would like against the high back-pressure.

The Superintendent has told me that we used to get 3 years (+/-) out of the valves. They were last changed in December, and the valves installed then are the same valves I would recommend today. I'd like to try increasing the flow to the 10-inch gravity as much as possible (without flooding anyone) to see if we can lower the pumping head a little, and get marginally faster closing of the valves.

CMSD has walked brochures to areas served by troublesome pump stations, asking residents to avoid flushing wipes to the sewer. I'll bring a copy to the meeting for your review. They see some short term improvement, but it doesn't last.

We do not have the ability to clean our force main. When we looked at the portion we could see, it had a gray coating on the inside. Cleaning it might improve its flow capability, and thus lower the head, but not by much. It would cost a lot to install cleaning entrances. I also looked at installing a 'grinder' ahead of the pumps, something that would most certainly cure the problem, but add new ones and cost a lot.

I'll review our options with you at the meeting

#### **6. Special District Discussions with Shawn Steel.**

Director Regnier had some talks with Shawn steel, husband of the County supervisor regarding the role of Special districts and the possible preparation of a paper on our role and the rolls of all special districts. I'll bring this up for discussion and direction at the meeting.

#### **7. Invoice for Professional Services.**

I have submitted an invoice in the amount of \$9,000.81 for professional services and expenses at cost for the 3 month period of May1, 2016 through and including July 3, 2016. The majority of the charges were for the final permitting, approval, and preparation of the contract documents for the Broadway Emergency Generator. If you have any questions, please give me a call.