

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
February 11th, 2016 - 7:00 p.m. - Sunset Beach Woman's Club

Directors present: President John Woods, Treasurer Greg Griffin, Secretary Graham Hoad, Director Bernard Hartmann, and Director Jon Regnier.
Staff present: Superintendent Jim Caslin, Engineer Tom 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.

Review and Possible Approval of the January 14th, 2016 General Meeting Minutes: After Directors reviewed the January 14, 2016 Minutes for the General Meeting of the Board, Director Regnier moved to approve as prepared. Director Hartmann seconded, and the motion was passed unanimously.

Review and Possible Approval of Flo-Services, Inc. Revised Service Agreement: After review and discussion of the Revised Service Agreement, motion was made and carried as follows:

MOTION: Treasurer Griffin moved to approve the Flo-Services, Inc. Revised Service Agreement for the term January 1, 2016 through June 30, 2016. Director Regnier seconded and the motion passed unanimously. President Woods signed the Agreement and the Clerk agreed to forward to Flo-Services.

Current Bills: Clerk Montana presented the February 11th, 2016 Claims Transmitted for Payment, in the amount of \$70,373.09. Treasurer Griffin moved to approve as prepared, Director Regnier seconded, and the motion was passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of January 31, 2016 to be \$1,000,389.

Clerk's Report: Clerk Montana reviewed the trial balance with the Board and reported that audit fieldwork for fiscal year 2015 had been completed. The Clerk also reported that work on the Employee Handbook was underway, the Prop. 218 Rate Setting workshop was attended by herself and Directors Hoad and Hartmann, and that the District's projects were being registered with the DIR. Lastly the Clerk reported that all W-2's were electronically filed with the SSA, \$1,000 had been received from SDRMA for safety supplies, and that free SB1234 ethics training was still available.

After discussion regarding Prop. 218, possible rate increases and the upcoming budget preparation, a motion was made and carried as follows to form a Rate Establishment/Budget Committee:

MOTION: Secretary Hoad moved to form a Rate Establishment/Budget Committee. ^{short-term} Director Hartmann seconded. President Woods named the members as: Treasurer Griffin, Secretary Hoad, Clerk Montana and Engineer Dawes. The motion was passed unanimously.

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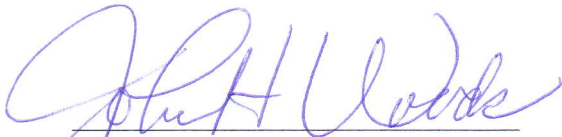
Superintendent's Report: - See attached.

Engineer's Report: - See attached. After review and discussion of items presented in the Engineer's report, the following motion was made and carried to purchase a new flow meter:

MOTION: Director Regnier moved to approve the purchase of a new flow meter in an amount not to exceed \$3,500. Treasurer Griffin seconded and the motion passed unanimously.

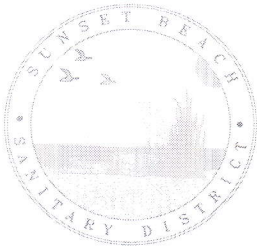
New Business / Board Member Items: None.

Adjournment: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting at 8:20 p.m., Director Regnier seconded and the meeting was unanimously adjourned.



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

February 11, 2016

1. Generator issues - Lo-coolant alarm - Reset computer. **(Quinn Power Systems, Staff)**
2. Smart Cover Maintenance - M. H. # 6 - Broken connector. **(Hydronex and Staff)**
3. Two Emergency Callouts:
 - a. Power outages due to electrical vault fire.
 - b. Smart Cover alarm - High Levels between Anderson and 16th Street, due to drywall mud that was dumped into System Lines. Cleaned and Jetted. **(Performance Pipeline and Staff)**
4. Pump Station hours are running normal.
5. Review of Flow Reports.
6. TV'ing of Entire System underway. **(Performance Pipeline & Staff)**
7. Broadway Wet well repair underway. **(Ayala Engineering, Performance Pipeline and Staff)**



8. Trash Container issue at A-95 update.

9. All updates to this report will be presented at the Board Meeting.

MEMORANDUM

February 5th, 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 February 11th, 2016 Regular Board Meeting.

1. Broadway Pump Station Emergency Generator.

We received comments from Public Works, both Grading and Utilities, and made all the corrections without exception. I made new submittals via a transmittal letter, a copy of which I sent to you. We have not received approval from the Building Department in part because we did not completely include all their electrical corrections on our resubmittal. While I'm no expert in these things, I believe their comments were right on target, and should have been made on the plans. Hopefully this will be done this week.

No word on the agreement.

2. Warner Avenue Gravity Sewer Meter.

The flow meter is giving us erratic readings. The manufacturer seems to think its working fine. It's time to look at alternatives and next week the Superintendent and I are meeting with a representative from Ponton Industries, an old line water and wastewater distributor, to discuss an alternative. They sell a Marsh McBirney gravity meter that uses radar technology to measure flow. Marsh is an industry leader (like ADS).

The meeting is Wednesday, the day before the Board meeting. If it goes well, I may ask you for authority and funding at the Board meeting to proceed with a test: I'd like to have both meters in the manhole to compare results.

3. Budget Issues.

Last month we discussed the issue of raising fees, and I submitted to you some financial forecasts with and without a modest fee increase. The big driver is our capital replacement program; however there are other operational concerns as well. I plan to discuss these with you at the meeting. Some of you will have attended a seminar on Prop. 218 so the discussion is timely.

4. Trash Container Problem at A-95, Surfside Colony.

I previously sent you a copy of the warning letter sent to the Tomlinson's dated January 15, 2016, regarding their not putting their trash containers away. They did not respond to the letter, and continue to leave the containers out. They did contact Rainbow, so they received the letter. The Superintendent is going to have the containers removed.