



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

July 9th, 2015

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 Dawes, and Clerk Chris Montana.

Community: None.

President Woods called the meeting to order at 7:11 p.m., following the adjournment of the Annual Board of Equalization Meeting.

Community Input/Board Member Items: None.

Minutes of the June 11th, 2015 General Board Meeting: The Directors read the minutes of the June 11th, 2015 General Meeting of the Board of Directors. Following discussion, Director Regnier moved to approve the minutes as corrected, to state that City of Huntington Beach invoice was also paid from petty cash account funds. Treasurer Griffin seconded. The motion was passed unanimously.

Current Bills: Clerk Montana presented the July 9th, 2015 Claims Transmitted for Payment, in the amount of \$50,933.73, to be submitted to the County Auditor for processing. Treasurer Griffin moved to approve the Claims Transmitted for Payment as prepared. Director Hartmann seconded. The motion was passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of June 30, 2015 to be \$1,137,527.

Clerk's Report: Clerk Montana reviewed the June 30, 2015 trial balance with the Board. The Clerk reported that the Safety Consultation was completed and that details would be given in the Superintendent's Report. Also, financial statement audit fieldwork had been completed.

Superintendent's Report: - See attached.

Engineer's Report: - See attached. In addition, Engineer Dawes discussed rebates that other agencies are receiving in accordance with Waste Disposal Agreements (WDA's) with the County of Orange, and recommended that the District authorize him to request a WDA, since it appears that the District had been overlooked in the process. A motion was made and carried as follows:

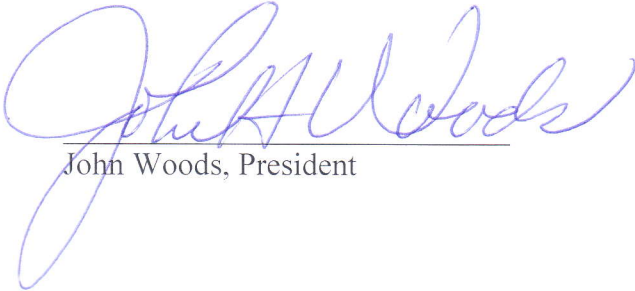
MOTION: Director Regnier moved to authorize Engineer Dawes to make a formal request for a WDA with the County of Orange and corresponding rebates. Treasurer Griffin seconded and the motion passed unanimously.

**Sunset Beach Sanitary District
General Meeting of the Board
July 9th, 2015 Minutes**

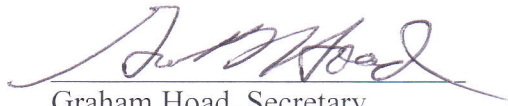
Adjournment to Closed Executive Session: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting to Closed Executive Session at 8:02 p.m. The Closed Session was called under the Personnel Exception, Performance Review and Labor Negotiations Pursuant to Government Code Sections 54957.6 and 549.57(b). Director Griffin seconded. Meeting was unanimously adjourned and Superintendent Caslin was excused.

Reconvene to Open Session: After conclusion of the Closed Executive Session, President Woods reconvened to Open Session. President Woods reported that Employment Agreements had been executed and approved for all District employees.

Adjournment: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting at 8:25 p.m. Director Regnier seconded and meeting was unanimously adjourned.



John Woods, President



Graham Hoad, Secretary



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Superintendent's Report
Board Meeting

August 13, 2015

1. Briefly discuss S.D.R.M.A. Liability Loss Control and Hazard Identification inspection.
2. Review Costa Mesa S.D. fined for sewage spill.
3. Review Flow Reports - 4 Year Average.
4. Commend Rolf Pridham for quick action for an incident in Surfside during Pipeline Jetting. His attention prevented damage and costly repair to homeowners property.
5. Emergency Call-Out at Broadway Station. False alarm, caused by our Contractor moving Alarm Float to dump liquid from Jetting Operations.
6. Complaint from homeowner about grease leaking onto Alley and smelling at one of our restaurants.

Inspected - issued warning and corrective action taken.
7. Discuss and approve Proposal from Ayala Engineering to replace the remaining 41 ea. steel manhole covers and rings with new composite covers.

MEMORANDUM

August 7th, 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 August 13th, 2015 Regular Board Meeting.

1. Surfside Sewer: Connection Problem at B-118.

The property owner, Mrs. Kobus, believes her broken sewer lateral is the responsibility of the District and apparently doesn't like my view point, which is that she is responsible. Mrs. Kobus wishes to address the Board and will attend the next meeting. This item has been placed at the start of the agenda.

2. Emergency Generator for Broadway Pump Station.

The design work and contract documents are in progress and I'll show you the status at the meeting. Based on our recent meeting with the City of HB, we will have to obtain permits from the City's Public Works and Building Departments.

3. Warner Avenue Gravity Sewer.

Most of the work is done, with the exception of the final tie-in to SCE; that should be done about the time of the Board meeting. When done, I'll get ADT to install the meter.

4. Issues Re. Trash Disposal.

On July 29th, 20'15 we sent a letter to the County requesting inclusion in the WDA process. As of this writing, we haven't heard anything back. If we do, I'll update you at the meeting.

5. City of Huntington Beach / SDRMA Permit and Training Issues.

I've lumped these two items together because they are somewhat related. The Superintendent and I met with HB Public Works staff in a working session to make each agency familiar with the other. HB didn't know about the Agreements between us or how we operated. The outcome is that we will be required to comply with their permit requirements for work within their streets. Our contractors must have acceptable insurance indemnifying the City (and us), and business licenses etc. HB will be more formal on traffic control, not a bad thing.

I will write a draft proposal for permit notification including new sewer hook-ups, and a list of emergency numbers. When this is finalized, we will give it to them, and make it a part of our SSMP. Copies of the drafts are enclosed. Finally, we will probably amend our Agreement with HB to formalize permitting and street work issues.

As you know, SDRMA, our workers' compensation insurance carrier, has made recommendations for more training on several issues, including confined space entry and traffic. The Superintendent, District Clerk and I plan to review those recommendations and make training recommendations to you.

The result will probably be recommendations for more training in permit compliance and safe work requirements, all which will help us comply with HB requirements.