



# Sunset Beach Sanitary District

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## **Minutes for the General Meeting of the Board of Directors**

**December 13th, 2012**

**7:00 p.m. - Sunset Beach Fire Station**

**Directors present:** President John Woods, Secretary Bob Hendler, Treasurer Greg Griffin, Director Graham Hoad, and Director Jon Regnier

**Staff present:** Engineer Tom Dawes, Clerk Chris Montana, Superintendent Caslin, and Assistant Superintendent Myers

**Community:** None

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

Community Input: None.

Minutes of the November 8th, 2012 General Board Meetings: The Directors read the minutes of the November 8th, 2012 General Meeting of the Board of Directors. Treasurer Griffin moved to approve the minutes as prepared. Director Hoad seconded. The motion was passed unanimously.

Current Bills: The Directors reviewed Claims Transmitted for Payment dated December 13th, 2012, totaling \$54,406.07. Treasurer Griffin moved to approve the Claims Transmitted for Payment as prepared. Director Hoad seconded. The motion was passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of November 30th, 2012 to be \$1,387,135.

Clerk's Report: The Clerk reported that the November 2012 No Spill Report would be timely filed. Clerk Montana distributed Certificates of Appointment in Lieu of Elections and swore in Directors Woods, Hoad and Regnier into office for 4-year terms. Clerk Montana opened nominations for the Officer Positions of President and Secretary. The Board agreed to table the selection for Officer Positions until next month's meeting.

Superintendent's Maintenance Report: See attached. Superintendent Caslin submitted a new connection permit to Clerk for filing.

Engineer's Report: See attached. Engineer Dawes presented the Second Reading of the Amended Sewer Ordinance No. 12-01, Regulating the Sewage Collection System, and Amended Trash Ordinance No. 12-02, Regulating the Collection of Refuse. Engineer Dawes recommended the adoption of these Ordinances, the Board unanimously agreed to waive the second readings, and a motion was made as follows:

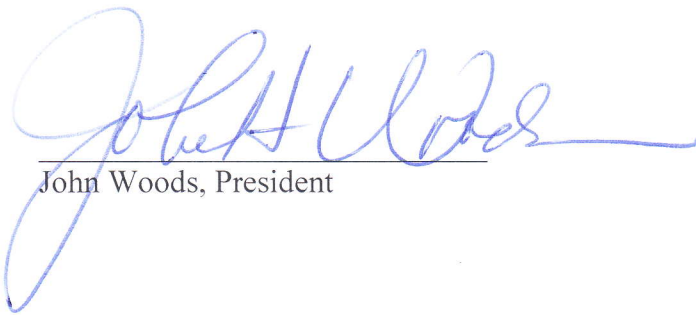
**MOTION:** Director Regnier moved to adopt both Amended Ordinance 12-01, Regulating the Sewage Collection System, and Amended Ordinance 12-02, Regulating the Collection of Refuse (see attached). Director Hoad seconded. The motion passed unanimously.

Engineer Dawes then presented the Board with a Capital Reserve Policy dated December 2012 and recommended its adoption. A motion was made as follows:

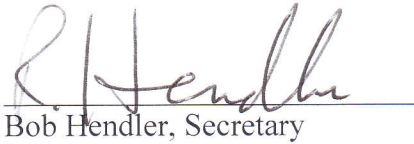
**MOTION:** Director Hoad moved to adopt the Capital Reserve Policy, dated December 2012 (see attached). Director Regnier seconded and the motion was passed unanimously.

New Business: None.

Adjournment: There being no further business to come before the Board, Director Regnier moved to adjourn the meeting. Treasurer Griffin seconded. Meeting was unanimously adjourned at 8:10 p.m.



John Woods, President



Bob Hendler, Secretary