



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

December 13th, 2017 - 7:00 p.m.

Sunset Beach Woman's Club – 16812 Bayview Drive

Directors present: President John Woods, Secretary Graham Hoad, Treasurer Greg Griffin, John Regnier and Bernard Hartmann
Staff present: Superintendent Jim Caslin, Engineer Thomas Dawes, Clerk Chris Montana
Community: Nancy Barfield, District resident

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

Community Input: Resident Nancy Barfield introduced herself and stated that she was interested in learning more about the District.

Review and Possible Approval of the November 9th, 2017 General Board Meeting Minutes:
After Directors reviewed the November 9th, 2017 General Board Meeting Minutes, Director Hartmann moved to approve as prepared. Director Regnier seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the December 13th, 2017 Claims Transmitted for Payment in the amount of \$236,210.37 for current bills. After review and discussion, Treasurer Griffin moved to approve as presented, Director Regnier seconded, and the motion passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of November 30, 2017 to be \$1,174,535.

Clerk's Report: Clerk Montana reviewed the trial balance with the Board. The Clerk reported that no-spill reports were filed and a notice for Christmas tree disposal would be posted in Sunset and Surfside. The Clerk discussed the LAFCO stakeholder meeting that was attended and the upcoming Municipal Services Review (MSR). A motion was made and carried as follows:

MOTION: Treasurer Griffin moved to form a LAFCO MSR Committee with members being President Woods, Secretary Hoad, Engineer Dawes and Clerk Montana. Director Hartmann seconded and the motion passed unanimously.

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The Clerk also discussed the need for the budget and reserves to be addressed and possibly amended due to substantially lower sewer conveyance charges incurred due to decreased flows. The Board authorized the District Engineer and Clerk to report on a possible amendment at next month's meeting.

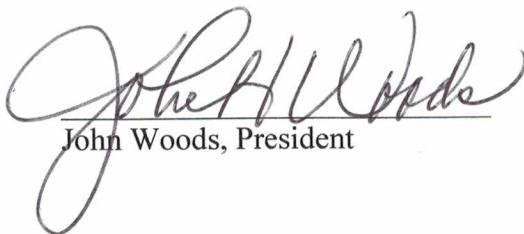
Superintendent's Report: See attached. The Board and staff discussed neighborhood issues regarding enforcing the District's ordinance requiring storage of trash receptacles.

Engineer's Report: - See attached report. After review of the District Engineer's report and discussion, a motion was made and carried as follows:

MOTION: Director Regnier moved to authorize the District Engineer to begin the Broadway Siphon Replacement Project. Secretary Hoad seconded, and the motion passed unanimously.

New Business/Board Member Items: President Woods reminded Board members that in January the Board officer positions of President, Secretary and Treasurer would be open for nomination.

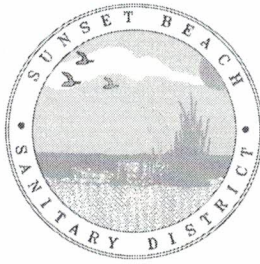
Adjournment: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting at 8:12 p.m., Director Regnier seconded, and the meeting was unanimously adjourned.



John Woods, President



Graham Hoad, Secretary



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Superintendent's Report Board Meeting

December 13, 2017

1. Annual Flows sent to O.C.S.D..
2. Review Flow Reports (Normal).
3. One Emergency Call-Out on Thanksgiving Weekend. Smart Cover alarm.
(Staff)
4. Trash issues again. We need to resolve our ordinance issue.
5. Monthly Training: **(Staff)**
 - a. Winter Safety.
6. All equipment and system performing normally at this time except sump pump @ Broadway Station. This is scheduled to be replaced next week.
7. All updates to this report will be presented at the Board Meeting.

MEMORANDUM
December 8th, 2017

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

From: Tom Dawes

SUBJECT: Engineer's Report for December 13th, 2017 Regular Board Meeting.

1. Broadway Siphon.

The 6-inch cast iron Broadway Siphon under the Sunset Channel (part of Huntington Harbor) was built in 1935, and lined in 1987 with a plastic liner. From time-to-time, we have discussed this siphon and expressed concern over its long term ability to stay in service. It is not leaking at this time and I'm not aware that it ever has; however it is more than 80-years old and sooner or later will need replacement. I believe it will take around 3 years to permit, design, and bid and build this project, and cost about 2 million dollars. We will have to permit and/or notify the following agencies to receive their approvals and conditions:

- Caltrans
- County of Orange
- Coastal Commission (possibly through the City of HB)
- City of Huntington Beach
- Corps of Engineers
- State Lands Commission

We will have to do an environmental assessment, conduct public outreach, obtain soil information and figure out how to get through the existing steel sheet piling. We will need to prepare exhibits initially to get the project going. Perhaps most importantly, we have to figure out how to pay for it. At the meeting, I'll go over my plan.

RECOMMENDATION: Authorize the District Engineer to begin the Broadway Siphon Replacement Project. Proposed Expenditures will be brought to you for consideration at a later date.

2. FOG Program.

I previously sent you the results of the most inspections made in July by OCHCA. A couple more restaurants were inspected by OCHCA in October. OCHCA now will only do these inspections once per year; they used to do them more often. I asked them to do the inspections 4 times/year; they said 'no'. I then asked for 2 times/year; they said 'no to that request also. (HB also turned us down)

At the meeting I'll review our options for additional inspections and seek direction.