



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

April 12th, 2018 - 7:00 p.m.

Sunset Beach Woman's Club – 16812 Bayview Drive

Directors present: President John Woods, Secretary Graham Hoad, Jon Regnier and Bernard Hartmann
Staff present: Superintendent Jim Caslin, Engineer Thomas Dawes, Clerk Chris Montana
Community: Joseph Barco and Joshua Westfall of Sunset Beach; Doug Davert of EOCWD; Jim Fisler of MWD; Bob Ooten of CMSD and John Lewis, Consultant.

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

Community Input:

(a) Hearing of Candidates for Regular and Alternate Special District Member Seats of LAFCO: Doug Davert, President of East Orange County Water District, introduced himself as candidate for the Regular voting seat of LAFCO and presented his qualifications and viewpoints. Jim Fisler of Mesa Water District (incumbent) and Bob Ooten of Costa Mesa Sanitary District (candidate) also introduced themselves and presented their qualifications and experience. The Board members thanked the candidates for attending the meeting and President Woods stated that the Board would decide upon their vote at next month's meeting, once the ballots had been received.

(b) Question/Answer Session with Candidates for Appointment to District's Board: Joe Barco and Joshua Westfall presented their qualifications and experience to the Board, for its consideration in appointing a new Director to fill the unexpired term of Greg Griffin ending in December 2018. A question and answer session ensued and the candidates were invited to stay until the end of the meeting, at which time the Board would vote to appoint a new Director.

Review and Possible Approval of the March 8th, 2018 General Board Meeting Minutes: After Directors reviewed the March 8th, 2018 General Board Meeting Minutes, Director Regnier moved to approve as prepared. Director Hartmann seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the April 12th, 2018 Claims Transmitted for Payment in the amount of \$47,299.22 for current bills. After review and discussion, Director Hartmann moved to approve as presented, Secretary Hoad seconded, and the motion passed unanimously.

Sunset Beach Sanitary District
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April 12th, 2018 Minutes

Fund Balance Report: President Woods reported the Fund Balance as of March 31, 2018 to be \$1,378,494.

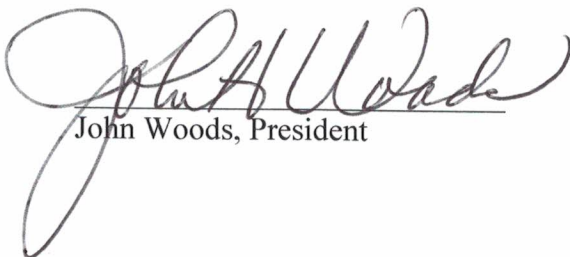
Clerk's Report: Clerk Montana reviewed the trial balance with the Board and staff. The Clerk reported that the LAFCO Declaration to Vote had been submitted, Form 700's had been electronically filed, the police report for the collision into the District's utility cabinet had been obtained, and that the financial statement audit was underway.

Superintendent's Report: See attached report.

Engineer's Report: - See attached report.

Vote to Appoint New Director to Board to Fill Vacant Seat: Ballots were distributed to all Board members, with the exception of the President, who abstained for the purpose of avoiding a tie vote. After Ballots were collected, President Woods announced that Joshua Westfall received the majority vote and would therefore be appointed. Clerk Montana agreed to contact the County Registrar. President Woods and the Board thanked Joe Barco for his interest and due to his impeccable qualifications, decided to have legal counsel determine if it was possible to have an "alternate" Board member.

Adjournment: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting at 7:50 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

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Superintendent's Report

Board Meeting

April 12, 2018

1. Our electrical control cabinet at Warner and North Pacific was hit by a car. Police report was filed by the driver. Chris notified our insurance company. Damage approximately \$4,000 to \$6,000 to replace. Flo-Services in the process of giving us a proposal to replace. **(Staff)**

2. Monthly training Completed: **(Staff)**

a. Work Safety Zones.

3. One Emergency call-out. Smart Cover alarm. Found main line blocked on South Pacific due to roots. **(Performance Pipeline and Staff)**

4. Met with personnel from Huntington Beach and Performance Pipeline in reference to a new odor control product coming on the market. Performance wants us to try it on a trial basis. Updates to follow.

5 Quarterly Maintenance and Safety Inspection at Broadway Pump Station and Electrical Switching components at Generator Building completed. **(Flo-Services and Staff)**.

6. Check Valves cleaned at Broadway Station. **(Flo-Services & Staff)**.

7. All equipment serviced and tested at shop. **(Staff)**.

8. System "Hot Spot" and line cleaning completed for this quarter. **(Staff and Performance Pipeline)**.

9. Review current Flow reports.

10. Updates to this report will be presented at the Board Meeting if needed.

MEMORANDUM

April 6th, 2018

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

From: Tom Dawes

SUBJECT: Engineer's Report for April 12th, 2018 Regular Board Meeting.

1. Broadway Siphon Replacement.

On March 28th, we made a second attempt to determine the depth of the Sunset Channel siphon (Broadway Siphon). In large part it didn't work, although we did learn more about this 1935 siphon. First of all we were able to verify that nearly the entire distance between Broadway and Bayside (220' +/-) is constructed with cast iron. At both ends there are short sections of clay pipe. There is no information on the plans as to how the clay pipe is connected to the cast iron. I'm worried about a big blob of concrete.

Second, the siphon extends nearly the entire distance between the manholes; i.e., as opposed to just under the channel. I think that when the siphon was built, there wasn't much of a channel; the plans refer to it as a 'lagoon'. Finally, the siphon varies horizontally from a straight line between the manholes.

We are now in the process of making an exhibit for our permit applications. I'll review our preliminary plan for going forward with you at the meeting.

2. Report on Issues re. SSMP.

There are a couple of issues I want to comment on. First, the District Clerk alerted me about training sessions for the preparation of audits. The sessions are put on by a private firm, and cost a lot. (You will recall we just did our audit last fall). My point in mentioning this is that it appears the preparation of audits and the SSMP 5 year updates are becoming a big business and enjoying a life of their own. The regional board and the state water board are enforcing their rules with a vengeance. For us, I'm not recommending we attend one of the sessions because the order itself will change this fall or early next year, as I previously reported to you. We are up to date with our audits and updates.

The second issue is that at the meeting I'll hand out certain revisions to your SSMP book.

3. Invoice for Professional Services.

I have submitted an invoice in the amount of \$4,518.59 for professional services and expenses at cost for the 2 month period ending March 31, 2018. If you have any questions, please give me a call.