



Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

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www.sunsetbeachsd.org

Minutes for the General Meeting of the Board of Directors

May 10th, 2018 - 7:00 p.m.

Sunset Beach Woman's Club – 16812 Bayview Drive

Directors present: President John Woods, Secretary Graham Hoad, Jon Regnier, Bernard Hartmann and Josh Westfall
Staff present: Superintendent Jim Caslin, Clerk Chris Montana
Community: Bob Ooten of Costa Mesa Sanitary District

President Woods welcomed new Director Josh Westfall to the Board and called the meeting to order at 7:00 p.m.

Community Input:

(a) Hearing of Candidate for Alternate Special District Member of LAFCO: Bob Ooten of Costa Mesa Sanitary District, candidate for the alternate special district LAFCO member, reiterated his experience with CMSD and OCSD and discussed current LAFCO issues. He asked for the Board's vote, a question and answer session ensued, and the Directors thanked him for attending.

Review and Possible Approval of the April 12th, 2018 General Board Meeting Minutes: After Directors reviewed the April 12th, 2018 General Board Meeting Minutes, Director Regnier moved to approve as prepared. Secretary Hoad seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the May 10th, 2018 Claims Transmitted for Payment in the amount of \$76,653.72 for current bills. After review and discussion, Secretary Hoad moved to approve as presented, Director Hartmann seconded, and the motion passed unanimously.

Appointment of Board Treasurer: In light of the Board's recent vacant Treasurer position, President Woods called for nominations and then moved to appoint Director Hartmann as Board Treasurer. Director Regnier seconded and the motion passed unanimously.

Fund Balance Report: Treasurer Hartmann reported the Fund Balance as of April 30, 2018 to be \$1,672,534.

Clerk's Report: Clerk Montana reviewed and discussed the trial balance as well as the 2018-19 preliminary operating budget, reserves and investment policies. The Clerk reported that information regarding the damaged utility cabinet was compiled and forwarded to SDRMA,

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quarterly payroll tax returns and been timely filed, and Form 700 was distributed to new Board member Josh Westfall for review and approval. The Clerk presented the 3-Year Lease Renewal for the District's Storage Unit. After review and discussion, a motion was made and carried as follows:

MOTION: Director Regnier moved to enter into a 3-year lease (June 1, 2018-May 31, 2021) with Pacific Farms 1 – Aborn Powers for the District's Storage Unit, starting at \$981 per month for year one, with 5% increases in years two and three. Secretary Hoad seconded and the motion was passed unanimously.

Superintendent's Report: See attached report.

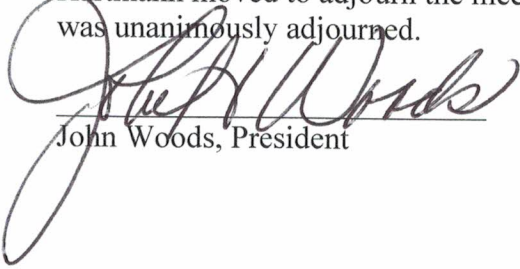
Vote to Elect OC LAFCO Special District Regular and Alternate Members: After review and discussion of all of the candidates experience, qualifications and presentations, the following motion was made and carried:

MOTION: Director Hoad moved to vote for Douglass Davert for the Regular Special District Member of OC LAFCO and for James Fisler for the Alternate Special District Member for OC LAFCO. Director Regnier seconded and the motion passed unanimously. President Woods, as the designated voting member, completed the ballots accordingly.

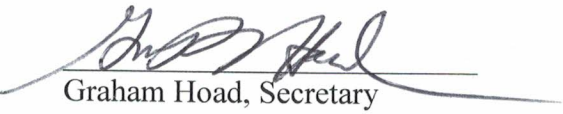
New Business: Clerk Montana requested that the July 2018 meeting be moved from its regularly scheduled date of July 12th to July 19th. The Board agreed to re-schedule the meeting.

Adjournment to Closed Executive Session: There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting into Closed Executive Session at 8:32 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). Secretary Hoad seconded and the General Meeting was unanimously adjourned.

Reconvene to Open Session: After conclusion of the Closed Executive Session, President Woods reconvened to Open Session. There being no further business to come before the Board, Director Hartmann moved to adjourn the meeting at 8:42 p.m. Director Regnier seconded and meeting was unanimously adjourned.



John Woods, President



Graham Hoad, Secretary



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Of Orange County

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Superintendent's Report

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1. Met with personnel from Performance Pipeline and the MFG representative from Australia in reference to their odor control system to see if it would work for our District. The equipment would fit into our Dry Well. They are still interested in using S.B.S.D. for a trial study in regards to odor control and grease reduction. They will be meeting with O.C.S.D. also to discuss the project. Once again, this will be at no cost to the District at this time. **(Staff, Performance Pipeline)**

2. Relining of Four Manholes completed. That will bring the total of Six Manholes relined for this fiscal year. **(Ayala Engineering & Staff)**

3. Upgrade to Mission Communication system and generator in progress. **(Flo- Services & Staff)**

4. Review Flow Reports.

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

a. Respect for People.

6. New Electrical cabinet being manufactured for Warner, eight weeks out.

7. One Emergency call-out. Broadway Pump Station Emergency phone Dialer Battery Charger inoperable due to power surge. Replaced Charger. **(Staff)**

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