



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 10th, 2019 - 7:00 p.m.

Sunset Beach Woman's Club – 16812 Bayview Drive

Directors present: President Graham Hoad, Secretary John Woods, Treasurer Bernard Hartmann, Jon Regnier, and Dave Evans

Staff present: Superintendent Jim Caslin, Superintendent II Brad Van Malsen, Engineer Tom Dawes, Clerk Chris Montana

Community: Sandra Jacobs and Dan Ferons of Santa Margarita Water District; Jim Fisler and Stacey Taylor of Mesa Water District; Doug Davert of East Orange County Water District; Cecilia Aguinaga of OC Vector Control; Michael Johnson of Republic Services

President Hoad called the meeting to order at 7:15 p.m.

Community Input: LAFCO Special District Regular Member Candidates Sandra Jacobs and Jim Fisler reiterated their qualifications for the LAFCO Special District Regular Member seat, and requested the Board's vote. Cecilia Aguinaga introduced herself as candidate for LAFCO Special District Alternate Member seat, and requested the Board's vote. Michael Johnson of Republic Services (the District's contracted trash hauler) introduced himself as the new Market Relations Manager, and informed the Board that they may contact him should any issues arise.

Vote for LAFCO Special District Regular and Alternate Member Seats: After review and discussion, a motion was made and carried as follows:

MOTION: Secretary Woods moved to recommend that President Hoad, as voting member, cast votes for James Fisler of Mesa Water District for the Regular Special District Member seat of LAFCO, and for Kathryn Freshley of El Toro Water District for the Alternate Special District Member seat, based upon these candidates previous LAFCO experience. Director Regnier seconded, and the motion passed: AYES: 4 NOES: 0 ABSTAIN: 1 (Director Evans). President Hoad completed and signed the ballots accordingly. Clerk Montana agreed to transmit.

Vote for CSDA Director, Seat B, Southern Network: After review and discussion, a motion was made and carried as follows:

MOTION: Secretary Woods moved to direct Clerk Montana to electronically cast a vote for Greg Mills for the CSDA Southern Network Seat B. Director Regnier seconded, and the motion passed: AYES: 4 NOES: 0 ABSTAIN: 1 (Director Evans).

Review and Possible Approval of the June 13th, 2019 General Board Meeting Minutes: After Directors reviewed the minutes of the June 13th, 2019 General Meeting of the Board, Director Regnier moved to approve the minutes as presented. Director Hartmann seconded, and the motion passed unanimously.

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Current Bills: Clerk Montana presented the July 10th, 2019 Claims Transmitted for Payment in the amount of \$49,597.67 for current bills. After review and discussion, Treasurer Hartmann moved to approve as presented, Director Regnier seconded, and the motion passed unanimously. The Claims were signed by President Hoad and Secretary Woods as presented.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of June 30, 2019 to be \$2,011,068.


Clerk's Report: The Clerk reviewed the June 30, 2019 trial balance with the Board and presented the June 30, 2018 Audited Financial Statements. The auditors had made no changes to the District's books and an unqualified opinion (best rating available) was issued. Form 700, Assuming Office Statement, was presented to newly appointed director Dave Evans for review and signature, to be electronically filed with the County of Orange by the Clerk.


Superintendent's Report: See attached. In addition, Superintendent Caslin introduced Brad Van Malsen as the new Superintendent II, replacing Jim Myers upon his resignation. The Board welcomed him.

Engineer's Report: See attached. In addition, Engineer Dawes presented his report on Private Sewer Lateral Rehabilitation for review and discussion.

New Business/Board Member Items: - None.

Adjournment: There being no new business to come before the Board, Director Evans moved to adjourn the regular meeting at 8:20 p.m., Director Hartmann seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary



Sunset Beach Sanitary District

Of Orange County

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Superintendent's Report

Board Meeting

July 10, 2019

1. Introduce Brad Van Malsen to Board. Brad is our New District Superintendent II. (replacing Jim Myers)
2. Review Flow reports.
 - a. Annual flow reports sent to O.C.S.D. and Huntington Beach. Total for 18/19 Fiscal year - 58,788,030 gal. This is a reduction of 5,528,399 gal from last year totals (64,316,429 gal).
3. Monthly Training conducted this month:
 - a. Customer Service - Difficult Customers
 - b. Shop Safety
4. Quarterly Maintenance and Safety Inspection at Broadway Pump Station and Electrical Switching components at Generator Building will be completed this month. **(Flo-Services, Staff)**
5. All District Fire Extinguishers Serviced.
6. Check valves cleaned again at Broadway Lift Station. **(Flo Services, Staff)**

7. Semi-Annual System Jetting and Wet Well cleaning being preformed next week. **(Performance Pipeline, Staff)**
8. We are painting the base of the Broadway generator with 2 part Epoxy paint in an effort to stop the base from rusting. **(Flo-Servies,Staff)**
9. Replaced two (2) main electrical circuit breakers on Broadway Pump panel. **(Flo-Services, Staff).**
10. All updates to this report will be presented at the Board Meeting.

MEMORANDUM

July 5th, 2019

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

From: Tom Dawes

SUBJECT: Engineer's Report for the July 10th, 2010 Regular Board Meeting.

1. Update re Sewer System Performance in the Recent Rains.

Attached is a report dated July, 2019 that provides some information on a program to reduce I & I. The report discusses TV inspection of private sewer laterals to find cracks and smoke testing to find surface water connections. It also discusses a need for a mapping system and a cooperative test project with Surfside Colony. Finally it provides an alternative to a fully funded District program, a 'point of sale' improvement program.

I will be discussing the report at the meeting. Depending on your direction, the next steps would include a Sewer Ordinance revision and initiation of a mapping program.

2. Status of Broadway Sewer Siphon Replacement Project.

I have received the 401 Certification Permit from the RWQCB. We now have all permits except the needed permit from Caltrans (the last permit I applied for). The Caltrans permit application has been 'deemed complete'. I've completed our utility search.

We have a lot of permit conditions to comply with, and to help keep track of them, I'm making up a 'permit book' and list of conditions. I'll go over those with you at the meeting.

I anticipate that we will be able to do the work in the fall and am now talking to contractors about that effort. This exploration project is essentially a giant 'potholing' project and will be done on a time and materials basis, as opposed to public bidding. Hopefully at the August board meeting, you will receive a proposal to do the work. It is my intention to have a proposal based on state labor rates (a must for us), Caltrans published equipment rates, and profit (could be a lump sum or more likely a percent of the labor and equipment charges).

It's a difficult time to do this, as most contractors are busy. Normally we could do it on their schedule, which would help, but we have permit conditions that require us to do more diving to see if any eelgrass sneaked in within a specified window prior to starting work, so we need some sort of schedule.

3. Status of Efforts to have HB and SB Collect our Fees.

We are still getting little cooperation from the Cities of Seal Beach and Huntington Beach re notification of the issuance of building and demolition permits.

I've sent a new letter to the City of Seal Beach asking again if they would issue connection permits on our behalf, and followed it with phone messages. I've still received no response.

I've called HB to see about the status of their new collection procedure; no response yet.
I'll keep trying.