



Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

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Minutes for the General Meeting of the Board of Directors

June 13th, 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, Asst. Superintendents Rolf Pridham and Todd Healy, Engineer Tom Dawes, Clerk Chris Montana

Community: Saundra Jacobs and Jim Leach of Santa Margarita Water District; Jim Fisler of Mesa Water District; Doug Davert of East Orange County Water District; Bob Wooten of Costa Mesa Sanitary District; Kathryn Freshley of El Toro Water District

President Hoad led all present in the pledge of allegiance and called the meeting to order at 7:00 p.m.

Community Input – Presentations by LAFCO Special District Regular Member Candidates: LAFCO Special District Regular Member Candidates Saundra Jacobs and Jim Fisler reiterated their qualifications for the Special District LAFCO seat and requested the District's vote. Jim Wooten spoke in support of candidate Saundra Jacobs and Doug Davert spoke in support of Jim Fisler. Kathryn Freshley asked for the Board to elect her as the Special District Alternate LAFCO member, should Jim Fisler (current alternate) be elected

Review and Possible Approval of the May 9th, 2019 General Board Meeting Minutes: After Directors reviewed the minutes of the May 9th, 2019 General Meeting of the Board, Director Regnier moved to approve the minutes as presented. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the June 13th, 2019 Claims Transmitted for Payment in the amount of \$77,313.91 for current bills. After review and discussion, Treasurer Hartmann moved to approve as presented, Director Regnier seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of May 31, 2019 to be \$2,079,265.

Clerk's Report: The Clerk reviewed the trial balance with the Board and presented the following:

Review and Establishment of 2018-19 Trash and Sewage Fees for Publication: The Clerk distributed the draft publication to notify the public of trash pick-up, sewage transport and treatment, and sewer cleaning charges to be assessed, and the date of the hearing. After review and discussion, the following motions were made:

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General Meeting of the Board**

MOTION: Secretary Woods moved to set and publish the annual trash pick-up charge at \$240.00 (no increase from prior year). Director Regnier seconded, and the motion passed unanimously.

MOTION: Secretary Woods moved to set and publish the annual sewage transport and treatment charge at \$200.00 (no increase). Director Regnier seconded, and the motion passed unanimously.

MOTION: Secretary Woods moved to set and publish the annual restaurant sewer cleaning charge at \$475.00 (no increase). Director Regnier seconded, and the motion passed unanimously.

Review, Discussion and Possible Approval of 2019-20 Preliminary Operating Budget, Reserve and Investment Policies: Clerk Montana presented the 2019 Preliminary Operating Budget, including reserves, for review and discussion, in the amount of \$1,868,000 (funded by revenues of \$1,418,000 and unreserved fund balance carryover of \$450,000). A motion was made and carried as follows:

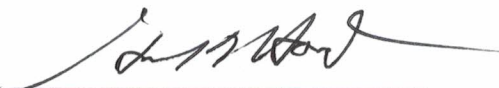
MOTION: Treasurer Hartmann moved to approve the 2019-20 Preliminary Operating Budget, with the understanding that amounts may change in the preparation of the Final 2019-20 County of Orange Special District Budget, after final amounts have been posted to year-end general ledger. No changes were made to either the Reserve or Investment Policies. Secretary Woods seconded and the motion passed unanimously.

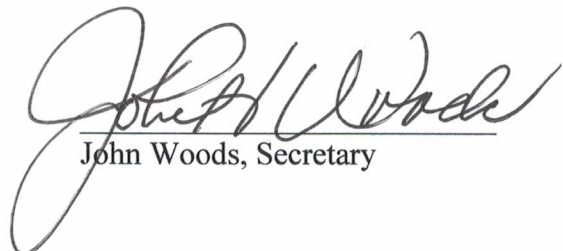
Superintendent's Report: See attached. In addition, Superintendent Caslin reported that the prior month's Memorandum of Understanding points were in effect.

Engineer's Report: See attached.

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 Regnier seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary



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Of Orange County
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Superintendent's Report
Board Meeting

June 13, 201

1. Fuel leak repaired on Broadway Emergency Generator. **(Staff, Quinn Power Systems)**
2. Two (2) Emergency call outs, both **Edison issues. (Staff)**
3. Check Valves Plugged with "Disposable Wipes". Cleaned and put back in operation. **(Flo-Services, Staff)**
4. Updated "Emergency Resources List" Distributed to all Staff personnel.
5. Review Flow reports - Questions?
6. Monthly Safety Training completed:
 - a. "Diversity in the Work Place".
 - b. "Heat Stress".
7. Monthly "Field Operations" training completed:
 - a. Smart Cover Alarm System.

- b. Mission Communication Alarm System.
 - c. Stationary Generator Operation.
 - d. Emergency Phone Dialer System.
 - e. Street/Traffic Safety.
 - f. General S. O. P.'s of District.
 - g. Portable Emergency Generator Hook-up and Operation.
8. I am currently in the process of preparing a revised/updated Field Operation Guide for all Staff.
9. Annual calibration and battery replacement completed on District Flow meter. **(U.S.Cubed & Staff)**
10. Superintendent II position will be filled 7-1-19.
11. District Engineer and Myself met with representatives from ADS to explore various options in regards to "Smoke Testing" our system. Tom will give a full update to the board.
12. Another home torn down on South Pacific, no notification from Huntington Beach again. At the present time, we have approximately \$12,000.00 in outstanding permit fee's. Huntington Beach is remiss in notifying builders of the need of a Permit from S.B.S.D. prior to demolition.
13. All updates to this report will be presented at the Board Meeting.

MEMORANDUM

June 7th, 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 June 13th, 2010 Regular Board Meeting.

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

I've been working on ways to inspect for I & I, (Inflow: direct connections of surface water and Infiltration: groundwater through cracked sewer laterals). We have both. For inflow, there is really only one good way, smoke testing. Last month we discussed the pluses and minuses of doing it. A TV inspection is the best way to find infiltration problems.

I've been talking to people and companies who have done this type of work and I'll give you an update at the meeting.

I did some back of the envelope calculations to try to understand the scope of our Inflow problem and it's potentially worse than I had previously thought. If 50 properties have an illegal rainwater connection (out of 1,200), and we receive a moderate rainfall of 1-inch per hour for 20 minutes, we would receive about 750 gpm of surface water, more than the capacity of our pump station.

I'm also working on revisions to our Sewer Ordinance and have a clearer understanding of what we should consider now that I believe the State will not include restrictions on private sewer laterals (see Item 3). At the meeting, I'll discuss 'point of sale' sewer lateral requirements.

Finally I'm also working on a Mapping/filing system to keep track of things.

2. Status of Broadway Sewer Siphon Replacement Permits.

- **US Army Corps of Engineers.**

We have this permit. It has very tough permit conditions.

- **California Coastal Commission.**

Permit approved by staff. It will go to the Commission with a recommendation for approval at their June 12-14 meeting in San Diego on the consent calendar. Our permit is up on Friday, June 14th. I previously sent you a link to the staff report and conditions. Conditions are very similar to the C of E.

- **Regional Water Quality Control Board.**

As I told you at the last meeting, I sent my last response to our reviewer's boss, noting a lack of progress (the reviewer won't answer phone calls or e-mails), and said I can't work with the reviewer. As a result, the reviewer's boss met me at the site and reviewed the site and our application with me. He apologized for the trouble we have been put through and said we should have the permit shortly.

- **CALTRANS.**

This permit application, recently submitted, was the last (of 9) because I thought it would be easy. I was wrong. There is a potential 'stacking' problem on PCH when the bridge is down to one lane; therefore we are proposing to restrict traffic on Broadway by stacking on Bayview Drive and providing control with flagmen. I'll go over it with you at the meeting. Based on our initial meeting with CALTRANS, work cannot be done in the summer.

- **Utilities.**

I've completed our utility search, having met last week with Marathon Oil (formerly Andover; formally Tesoro; formerly ARCO: all this took some investigation). When we do our search for the siphon, I plan to do some 'potholing'.

3. Issues re the New SSMP Requirements.

Former Director Westfall has been gracious to keep me in the loop re the State Water Resources proposed new regulatory Order which will replace the 2006 Order that requires our SSMP. Our SSMP follows the state Order exactly. Each section of the SSMP is required by the Order and would be there even if we had nothing to put in that section.

The new Order has completely new sections and a new sequence. Under the 2006 Order, as amended, we must revise/update our SSMP every 5 years, and do an audit every 2 years. We last did an audit in November 2017, and are due this fall for the 5 year revision. I mention all this because it seems crazy to do a revision this fall when the draft new order will be out around the first of the New Year and we would have to do it all over again.

It would be my recommendation to do an Audit this fall, and the new SSMP when the new Order is out and adopted.

It appears there will be **no** requirement in the new order to fix private sewer laterals, or to increase public supervision of private sewer collection systems (such as large apartment complexes would have).

4. Invoice for Professional Services.

I have submitted an invoice in the amount \$9,341.26 for professional services and expenses at cost for the 2 month period ending May 31st, 2019. The major work items are the siphon replacement and surface water intrusion. If you have any questions, please give me a call.