



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

May 9th, 2019 - 7:00 p.m.

Sunset Beach Woman's Club – 16812 Bayview Drive

Directors present: President Graham Hoad, Secretary John Woods, Bernard Hartmann, and Jon Regnier
Staff present: Superintendent Jim Caslin, Engineer Tom Dawes, Clerk Chris Montana
Community: Jim Fisler (Alternate LAFCO Member), Doug Davert (LAFCO Vice Chair Commissioner), Joe Barco of Sunset Beach, John Dentzer of Sunset Beach, and Dave Evans of Surfside Colony.

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

Community Input: Alternate LAFCO Special District Member Jim Fisler introduced himself to the Board and asked for the District's vote to appoint him as the LAFCO Special District Regular Voting Member, to fill the vacancy resulting from Charlie Wilson's recent resignation. Mr. Fisler stated that his 9-year experience as an alternate LAFCO member, as well as his small district advocacy made him the preferable candidate.

LAFCO Vice Chair Doug Davert was present to endorse Jim Fisler and recommended that the Board elect him as a regular voting member.

Review and Possible Approval of the April 11th, 2019 General Board Meeting Minutes: After Directors reviewed the minutes of the April 11th, 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 May 9th, 2019 Claims Transmitted for Payment in the amount of \$49,088.33 for current bills. After review and discussion, Secretary Woods moved to approve as presented, Director Regnier seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of April 30, 2019 to be \$2,095,045.

Clerk's Report: The Clerk reviewed the trial balance with the Board and presented the first draft of the District's 2019-20 Operating Budget for review and discussion, and was directed to bring a 2nd draft with any necessary changes to next month's general meeting for possible approval. Next, the Clerk presented the LAFCO Declaration of Qualification to Vote, and a motion was made and carried as follows:

MOTION: Director Hartmann moved to authorize President Graham Hoad to vote in the Orange County LAFCO Special District Selection Committee election as the regular voting member and to designate Secretary Woods as the alternate voting member. Director Regnier seconded and the motion passed unanimously.

Superintendent's Report: See attached. In addition, Superintendent Caslin announced Superintendent Jim Myers' resignation effective July 2nd, 2019.

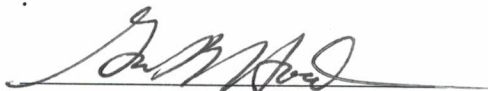
Sunset Beach Sanitary District
Minutes of the May 9th, 2019
General Meeting of the Board

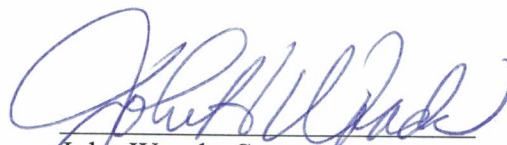
Engineer's Report: See attached. In addition, the Board unanimously authorized the District Engineer to further research and report back to the Board regarding infiltration into the District's sewer system.

Vote to Appoint Director to Fill Vacant Seat: Candidates present (Dave Evans, Joe Barco and John Dentzer) restated their qualifications and their reasons for wanting to be appointed to the Board. The District Clerk distributed ballots to the four Directors present. Ballots were collected, and President Hoad announced Dave Evans as the newly appointed Director.

Adjournment to Closed Executive Session: There being no further business to come before the Board, Secretary Hoad moved to adjourn the meeting into Closed Executive Session at 7:40 p.m., under the Personnel Exception, Performance Review and Labor Negotiations Pursuant to Govt Code Sec. 54957.6 and 54957(b). Secretary Woods seconded and the General Meeting was unanimously adjourned.

Reconvene to Open Session, Report of Action Taken, and Adjournment: After conclusion of the Closed Executive Session, President Hoad reconvened to Open Session and reported that Superintendent II Jim Myers' resignation was accepted, and that the Board had agreed to (1) increase staff salaries effective July 1, 2019 to be reflected in the budget, (2) hire an additional Asst. Superintendent, (3) hire a replacement Superintendent II by October 1, 2019, and (4) document training and involvement of staff in District operations. There being no further business to come before the Board, Director Regnier moved to adjourn the meeting at 8:10 p.m., Treasurer Hartmann seconded and meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary



Sunset Beach Sanitary District

Of Orange County

P.O. Box 1185

Sunset Beach, CA 90742

Superintendent's Report

Board Meeting

May 9, 2019

1. Met with Board President in regards to equity adjustments in personnel payroll and personnel job descriptions. These items will be addressed during Executive meeting.
2. Review Resignation letter from Superintendent II.
3. Review Flow reports. (Staff)
4. One emergency Call-Out. Edison Issue
5. Refund of Capital improvement Permit #4 - \$6,450.00 minus 18% Administrative fee.
6. Tom and I met with Performance Pipeline in reference and planning of upcoming projects needed to maintain our system (including TV'ing Laterals, smoke testing to identify illegal connections and blocking same).
7. All updates to this report will be presented at the Board Meeting.

MEMORANDUM

May 2nd, 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 May 9th, 2010 Regular Board Meeting.

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

Following is an update, re rainwater inflow (as opposed to groundwater infiltration-we get both).

- **Meeting with District Counsel.**

The President, Superintendent and I met with District Counsel to review our options with to force corrections of surface water connections and other related issues.

- **Detecting locations where inflow and infiltration occur.**

I now believe we can do one survey that will find illegal rainwater (surface water) connections to our system, as well as infiltration (groundwater through cracks etc.). Cameras now exist which will go into our mains and then up each lateral. This will show us the condition of the lateral and connections to it. If the lateral is broke up, we can require repair.

In addition to the TV inspection, we can do a smoke test to see if there are rainwater connections to the lateral. We will need to prepare maps to keep track of private sewer lateral condition and repair, dates, ownership, addresses, and parcel numbers.

- **Sewer Ordinance.**

To proceed, we should revise our sewer ordinance. We need tougher requirements to insure repair; even blocking sewer service if repairs are not made or paid for, should the District do the repairs and bill for same. We should consider adding 'point-of-sale' lateral re-building.

- **Caltrans**

Dick Cahl and I met with Caltrans on May 2 to go over temporary traffic control. I previously met with HB, and we are now preparing a drawing to submit to both agencies for required traffic permits. Caltrans is very concerned about restricting traffic movement on PCH because of high volumes. We will need flagmen to insure traffic can easily go east, onto the Island

Doing all of this work will answer a lot of questions, but will be expensive, time consuming and cause a lot of problems. There are alternatives that are not as good, but cheaper. I'll go over the pluses and minuses with you at the meeting. Depending on your direction, we should prepare a detailed plan of action before we move forward.

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. If will go to the Commission with a recommendation for approval at their June 11-13 meeting in San Diego on the consent calendar. Conditions are very similar to the C of E. I think there is collusion.

- **Regional Water Quality Control Board.**

These people are nothing but trouble. I complained to our reviewer's boss about a lack of progress (the reviewer won't answer phone calls or e-mails), and got a new list of questions from the reviewer. I answered those via a letter to the boss and said I can't work with the reviewer. Now I'm waiting for the next response.