



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 9th, 2020 - 6:30 p.m.

Online Video Conference per Posted Agenda

Directors present: President Graham Hoad, Secretary John Woods,
Treasurer Bernard Hartmann, Jon Regnier, and Dave Evans.
Staff present: Superintendent Jim Caslin, Asst. Supt. Rolf Pridham,
Engineer Tom Dawes, Clerk Chris Montana.
Community: None.

President Hoad called the meeting to order at 6:30 p.m.

Community Input: None.

Review and Possible Approval of the March 12th, 2020 General Board Meeting Minutes: After Directors reviewed the minutes of the March 12th, 2020 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 April 9th, 2020 Claims Transmitted for Payment in the amount of \$51,791.83 for current bills. After review and discussion, President Woods moved to approve as presented, Director Evans seconded, and the motion passed unanimously. The Claims were signed as presented by President Hoad and Secretary Woods.

Fund Balance: The Fund Balance as of March 31, 2020 was reported to be \$2,060,689.

Clerk's Report: The Clerk reviewed the March 31, 2020 trial balance with the Board. The Clerk presented the OCLAFCO Declaration of Qualification to Vote, and a motion was made and carried as follows:

MOTION: Director Regnier 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 Evans seconded and the motion passed unanimously.

The Clerk reported that notification from Republic Services regarding the temporary suspension of bulk item pick-up was posted at the two post offices within the District as well as on the District's website. Lastly the Clerk distributed correspondence from CSDA calling upon special districts to request a portion of federal funding received within the State. As there currently was no evident, financially material impact to the District, the Board tabled any action for the time being.

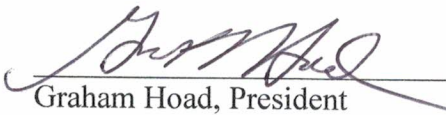
**Sunset Beach Sanitary District
Minutes of the April 9th, 2020
General Meeting of the Board**

Superintendent's Report: Superintendent Caslin reviewed the attached Superintendent's Report and Monthly Flow Report with the Board and Staff and introduced Eric Schlange as the new additional Asst. Superintendent as provided for in the 2019-20 Operating Budget.

Engineer's Report: Engineer Dawes reviewed the attached Engineer's Report with the Board and Staff.

New Business/Board Member Items: Director Evans initiated a discussion regarding the upcoming jointly performed Street Replacement, Lateral Repair, Drainage Project between the District and Surfside Colony. The Board and Staff discussed modifications to be made to the sewer lateral inspection process in light of COVID-19 social distancing requirements.

Adjournment: There being no new business to come before the Board, Director Evans moved to adjourn the regular meeting at 7:10 p.m., Treasurer 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

April 9, 2020

1. Several "Smart Covers" repaired. These repairs and maintenance were covered under our extended warranty. **(Smart Covers and Staff)**
2. Quarterly Hot Spot and Line cleaning completed. **(Staff and Performance Pipeline)**
3. Flow Report - Discuss
4. Quarterly Maintenance and Safety Inspections at Broadway Pump Station and Electrical Switching components at Generator Building completed. **(Flo-Services and Staff)**
5. Emergency Generator load/line tested with pump Station. All tested within operational guidelines. **(Flo-Services and Staff)**
6. Quarterly equipment testing at shop postponed to a later date due to Corona concerns.
7. I have hired a new District Assistant Superintendent I. This addition will bring the District up to full staffing levels. I will provide full details during the Board Meeting.
8. All updates to this report will be presented during meeting.

MEMORANDUM

April 3rd, 2020

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

From: Tom Dawes

SUBJECT: Engineer's Report for the April 9th, 2020 Regular Board Meeting.

There was little progress made this month on some of the issues because most of the firms we do business with for engineering matters are operating at reduced levels.

1. Broadway Sewer Siphon Replacement Project.

Nothing accomplished. I'm working on a plan for the design and construction of a replacement siphon.

2. New Sewer Ordinance.

Attached is a draft dated April 1, 2020 that greatly strengthens our ability to do I & I investigation ourselves, and revise and require compliance with repair orders. In particular, Section 202 was re-written to accomplish that goal

The draft ordinance has not yet been reviewed by District Counsel. I'd like your thoughts on it.

We can spend as much time as it takes to go over this because this is probably not the time to implement a strict I & I program.

3. Sewer System Management Plan (SSMP).

Attached is the draft text for a revision of our SSMP. Hopefully we can certify the SSMP in May. I'd like your thoughts on it.