



# Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

(562) 493-9932

[www.sunsetbeachsd.org](http://www.sunsetbeachsd.org)

Minutes for the General Meeting of the Board of Directors

February 13th, 2020 - 6:30 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,  
Asst. Supt. Rolf Pridham, Asst. Supt. Todd Healy, 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 January 9th, 2020 General Board Meeting Minutes: After Directors reviewed the minutes of the January 9th, 2020 General Meeting of the Board, Director Evans moved to approve the minutes as presented. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the February 13th, 2020 Claims Transmitted for Payment in the amount of \$100,388.34 for current bills. After review and discussion, Secretary Woods moved to approve as presented, Treasurer Hartmann 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 January 31, 2020 to be \$2,142,345.

Clerk's Report: The Clerk reviewed the January 31, 2020 trial balance and the 2019 SCO Financial Transaction Report with the Board. The Clerk reported that sewerage fees in the amount of \$8,000 had been received from the City of Huntington Beach for the restrooms on the greenbelt. The Clerk also reported that Republic Services has requested that restaurants within the District be exempted from AB1126, organic food waste procedures, due to limited space.

Review and Possible Approval of 2019 Audit Engagement Letter: The Clerk presented the 2019 Audit Engagement Letter in an amount not-to-exceed \$7,900. After review, a motion was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to approve the audit engagement letter from White Nelson Diehl Evans in an amount not-to-exceed \$7,900. Director Regnier seconded, and the motion passed unanimously.



**Sunset Beach Sanitary District  
Minutes of the February 13<sup>th</sup>, 2020  
General Meeting of the Board**

Superintendent's Report: Superintendent Caslin reviewed the attached Superintendent's Report with the Board. The Superintendent also distributed the report of lateral inspections for the Board's review and discussed plans to repair dilapidated manholes.

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

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 6:55 p.m., Secretary Woods seconded, and the 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  
February 13, 2020

1. No emergency callouts this period.
2. System & Wet Well cleaning and jetting completed. (Flo-Services, Performance Pipeline & Staff)
3. Monthly training Conducted:
  - a. Workplace Violence
4. TV'ing and survey for Surfside Project is completed. Thirty-nine (39) laterals were inspected, thirty-eight (38) were found to be bad. (Staff & Performance Pipeline).
5. Review Flow Reports, Low flow due to lack of rain.
6. All systems are operating normally at this time.
7. All updates to this report will be presented at the Board Meeting.

# MEMORANDUM

February 7<sup>th</sup>, 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 February 13<sup>th</sup>, 2020 Regular Board Meeting.

## **1. Status of Broadway Sewer Siphon Replacement Project.**

Our investigative work is complete and we found what we needed to know to prepare contract plans and specifications. I hope to review some contracting issues with District Counsel soon, and hopefully will come to you in the next month or two to start the design and permitting process. The design must be done ahead of the permitting, and the design and permitting will probably take around two years.

## **2. Inflow & Infiltration and a New Ordinance.**

I've not had a response to the January 2, 2020 letter request help from the Orange County Clerk-Recorder to restrict recording new sales until we provide proof that the private sewer lateral has been upgraded.

East Bay Municipal Utility District serves portions of Alameda and Contra Costa counties and has such an arrangement with the counties. District counsel is investigating to find out the mechanics of how it's done. After I have that information, I'll go see the Clerk-Recorder.

If we can't get the help we need from the recorder, we can still do the smoke testing and (possibly) sewer lateral inspection.

Either option requires a revision to our sewer ordinance.