



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

August 13th, 2020 - 6:30 p.m.

Online Video / Telephone Conference per Posted Agenda

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

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

Community Input - General: None.

Review and Possible Approval of the July 9th, 2020 General Board Meeting Minutes: After Directors reviewed the minutes of the July 9th, 2020 General Meeting of the Board, a motion was made and carried as follows:

MOTION: Secretary Woods moved to approve the July 9th, 2020 General Board Meeting minutes as presented. Treasurer Hartmann seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the August 13th, 2020 Claims Transmitted for Payment Payment in the amount of \$99,073.13 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 as presented by President Hoad and Secretary Woods.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of July 31, 2020 to be \$2,328,741, and reviewed the 5-year comparative cash balance history with the Board.

Clerk's Report and Review of Trial Balance: Clerk Montana reviewed the July 31, 2020 trial balance with the Board. The Clerk reported that the 2nd quarter payroll tax returns had been timely filed and distributed the annual Unreserved Fund Balance reconciliation.

Review and Possible Adoption of Resolution No. 2020-08-01 to Approve the 2020-21 County of Orange Special District Budget, Reserves, and Investment Policies (attached): Clerk Montana presented Resolution No. 2020-08-01 and the Orange County Auditor-Controller 2020-21 Special District Budget in the amount of 2,724,250. After review and discussion of the 2020-21 Budget, Reserve and Investment Policies, a motion was made and carried as follows:

**Sunset Beach Sanitary District
Minutes of the August 13th, 2020
General Meeting of the Board**

MOTION: Treasurer Hartmann moved to adopt Resolution No. 2020-08-01 to approve the Orange County Auditor-Controller 2020-21 Special District Budget in the amount of \$2,724,250, and Reserve and Investment Policies as presented. Secretary Woods seconded and the motion passed unanimously.

Superintendent's Report (see attached): Superintendent Caslin reviewed the attached Superintendent's Report and Monthly Flow Report with the Board.

Engineer's Report: Engineer Dawes reviewed the attached Engineer's Report with the Board and Staff. Per recommendation by Engineer Dawes, the following action and motion were made:


Conduct Second Reading and Possible Adoption of Ordinance No. 20-01: Engineer Dawes reviewed Ordinance No. 20-01, Regulating the Sewage Collection System, with the Board and Staff. The Clerk reported that Notice of Public Hearing to Discuss the Proposed Adoption of this Ordinance tonight had been both published multiple times and publicly posted. After discussion and review, the following motion was made and carried as follows:

MOTION: Secretary Woods moved to: 1) Waive the second readings Ordinance 20-01, Regulating the Sewage Collection System, 2) Adopt Ordinances 20-01; and 3) Authorize the District's Board Secretary to sign. Treasurer Hartmann seconded and the motion passed unanimously.

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 7:01 p.m., Secretary Woods seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary



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RESOLUTION NO. 2020-08-01

The approval and adoption of the County of Orange Special District Budget for the Sunset Beach Sanitary District is contained in the minutes of the August 13th, 2020 Board Meeting as follows:

MOTION: To approve and adopt the budget of \$2,724,250 for the fiscal year 2020-2021, including reserves, and to certify that the tax rates are levied in accordance with Sections 93 and 96.31 of the Revenue and Taxation code, as applicable.

Motion made by: Bernard Hartmann

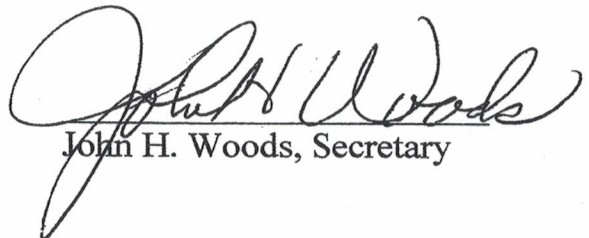
Seconded by: John H. Woods

Ayes: 4

Nays: 0

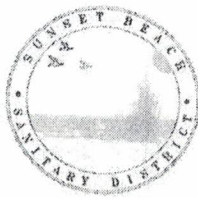
Absent: 1


Graham K. Hoad, President


John H. Woods, Secretary

I hereby certify that the above is true and correct:


Chris Montana, Clerk of the Board



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Superintendent's Report

Board Meeting

August 13, 2020

1. TV'ing to be completed this week for the next phase of the Surfside Lateral Replacement project. I will discuss findings during the Board Meeting. We will be replacing 33 laterals. **(Staff & Performance Pipeline)**
2. Monthly Training Conducted:
 - a. Pipeline Maintenance & Inspection. **(Staff)**
3. Attended Pre-Construction meeting with City of Huntington Beach in regards to water main replacement project in Sunset Beach. I will report on this at the Board Meeting. **(Staff)** 5/23/20 - 9-15
4. Review Flow Report - **(Attached)**
5. Three (3) new construction sites were inspected to ensure laterals were capped and abandoned as per S.B.S.D. ordinances . All projected met standards or have been corrected. **(Staff)**

6. As reported last month - Manhole inspection for the system was completed. At this time only two (2) manholes need to be repaired and relined. This is a vast improvement over previous years. We have started using an Epoxy Coating and Lining material that seems to be much more durable. **(Staff)**
7. Any updates to this report will be presented at the Board Meeting.

MEMORANDUM

August 7, 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 August 13th, 2020 Regular Board Meeting.

1. Second Reading and Adoption of Sewer Ordinance No 20-01.

Sewer Ordinance No. 20-01 strengthens our ability to do I & I investigation and require compliance with repair orders. One of the key triggers for replacement of private laterals is in Article II, Section 201 (D) (pg.4) which requires a new lateral if remodeling or replacement costs more than \$100,000. Article II, Section 202 is largely new and gives the District the right to take strong measures to force repairs including disconnection of the property from the sewer system for non-compliance or non-payment. (Paragraph F).

The first reading was held on June 11th, 2020. The second reading and adoption is scheduled for tonight, August 13th, 2020. A summary of the proposed ordinance was posted at both the Sunset Beach and Surfside Colony post offices, and printed in the Sun Newspaper. If adopted, as recommended, the new ordinance will be effective in 30-days. The actual reading can be waived. Proposed Ordinance No. 20-01 was reviewed by District Counsel.

**RECOMMENDED ACTIONS: 1. Conduct the Second Reading of Ordinance No. 20-01.
2. Adopt Ordinance No. 20-01.**

3. Broadway Sewer Siphon Replacement Project.

A couple of weeks ago I sent you copies of the Request for Proposals and Scope of Work for the siphon replacement project. Proposals are due in early September. If there are any updates, I'll give them to you at the meeting.

Enclosure: Draft Sewer Ordinance No. 20-01