



# 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

April 8th, 2021 - 6:30 p.m.

Sunset Beach Woman's Club - 16812 Bayview Drive, Sunset Beach CA 90742

**Directors present:** President Graham Hoad, Secretary John Woods, Treasurer Bernard Hartmann, Jon Regnier, and Dave Evans.

**Staff present:** Supt. Brad Van Malsen, Supt. II Rolf Pridham, Asst. Supt. Todd Healy, 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: None.

Review and Possible Approval of the March 11th, 2021 Board Meeting Minutes: After Directors reviewed the Minutes for the March 11th, 2021 General Meeting of the Board, a motion was made and carried as follows:

**MOTION:** Director Regnier moved to approve the March 11<sup>th</sup>, 2021 General Board Meeting minutes as presented. Treasurer Hartmann seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the April 8th, 2021 Claims Transmitted for Payment in the amount of \$62,510.28. Additionally, \$2,200.00 had been refunded through petty cash to correct Permit No. 14. 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 March 31st, 2021 to be \$2,485,822.

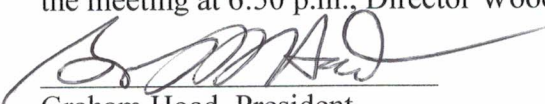
Clerk's Report and Review of Trial Balance: Clerk Montana reviewed the trial balance, reported that quarterly payroll tax returns had been prepared and filed, and that the monthly No Spill Report was submitted. The required Covid Supplemental Paid Sick Leave Poster was given to Superintendent Van Malsen for posting.

Superintendent's Report (attached): Superintendent Van Malsen reviewed the Report with the Board.

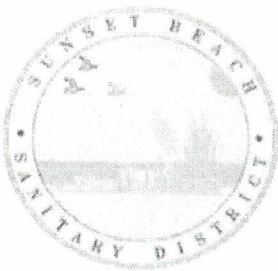
Engineer's Report (attached): Engineer Dawes reviewed the Engineer's Report with the Board, as well as the proposed bid and job commencement schedule for the Siphon Replacement Project. Director Evans inquired regarding the bid advertising process and finding qualified contractors. Engineer Dawes described the legal advertising for bids to take place, and notifications to bid companies and qualified sewer pipeline contractors.

New Business/Board Member Items: None.

Adjournment: There being no new business to come before the Board, Treasurer Hartmann moved to adjourn the meeting at 6:50 p.m.. Director 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

April 8, 2021

1. No emergency callouts this period.
2. Review flow report
3. Monthly Training Conducted:
  - a. "It's About Respect"
  - b. Continuous Valve Clearing Training
4. Smart Cover Failure - at MH 48, All repairs under Extended Warranty  
(Smart Cover and Staff)
5. Cleared Pump Station Valve to Gravity Line **(7 times)**
6. Worked with Dick Cahl on Surveying Manhole Depths **(Staff)**
7. All quarterly maintenance will be scheduled for this month as well as the next phase of the Surfside project.

## MEMORANDUM

April 2, 2021

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 8<sup>th</sup>, 2021 Regular Board Meeting.

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

#### Permits

Here is the current status of the permit process:

- Corps of Engineers: They haven't done a thing in spite of promises to issue it. I'm told again they will get on it.
- SARWQCB #8. Application not submitted. We do not plan to request a dewatering permit based on our decision to limit the construction technique to directional drilling, which does not require as deep an excavation as the other methods. Our soil borings show that we should not hit groundwater at these depths.

In the unlikely event we encounter groundwater once the contract is underway; we will deal with it as a 'changed condition'.

- Coastal Commission. We have an approved permit.
- City of HB & Caltrans. We have submitted to both agencies and have tentative approval from both. We need to close Bayview at Broadway, and close the No. 2 northbound lane of PCH. For both agencies, we will close roads only during the day, and install and remove traffic detour signs and cones each evening. We have to plate our trenches when the detours are down. However until the final permit is issued, it's not for sure. Among other things, HB was concerned about fire access with Bayview closed at Broadway, and, after phone calls, we have a plan for that they will approve on the next submittal.

#### Utilities

We are not going to require any utility relocation, but instead require our contractor to 'protect them in place'. We are going to perform 5 more potholes, mainly to determine the 'bottom' of the utilities because of that. Four are in Caltrans R/W, one in HB R/W. We have applied for permits to do that potholing.

#### Contract Documents

District Counsel has reviewed our first draft of the contract documents and provided guidance. We will resubmit the completed documents to Counsel for a final review.



### Schedule

It looks like we will have all necessary approvals in the next month or so and have tentatively made the following schedule:

- Schedule Board approval of Contract Documents: June 10.
- Start advertising the contract: June 11.
- Receive Bids: August 5.
- Board Award Contract: August 12.
- Approximate Time for Contractor to Make Insurance and Bond submittals, 1 month.
- Approximate time to get permit riders from Caltrans and HB, and make material submittals to SBSB: 2 months (concurrent with insurance, etc.).
- Approximate start of construction: 1<sup>st</sup> part of October
- Approximate construction period: 2 months

### Other

We don't have an updated cost estimate, but it appears it will be in line with what I previously told you, about \$750,000. I don't want to do the estimate until all permits are final. In the next couple of months, I'll go over some thoughts for public outreach with you.

## **2. Surveys.**

Survey crews will be taking data around the Broadway pump station and Warner Ave. and PCH beginning April 7, 2021.

## **3. Infrastructure Funding.**

The first information on the federal infrastructure proposal is out and I'm keeping a close eye on it. As released, the 8-year, \$2t proposal includes \$56 billion in grants and loans for drinking water, wastewater and storm water improvements.