



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

July 8th, 2021 - 6:45 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, Director Jon Regnier, and Director Dave Evans.
Staff present: Supt. Brad Vanmalsen, 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 6:45 p.m.

Community Input: None.

Review and Possible Approval of the June 10th, 2021 Board Meeting Minutes: After Directors reviewed the Minutes for the June 10th, 2021 General Meeting of the Board and Closed Session Minutes, a motion was made and carried as follows:

MOTION: Treasurer Hartmann moved to approve the June 10th, 2021 General Board Meeting minutes and Closed Session minutes as presented. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the July 8th, 2021 Claims Transmitted for Payment in the amount of \$98,449.40. After review and discussion, Treasurer Hartmann moved to approve as presented, Director Regnier 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 June 30th, 2021 to be \$2,742,198.

Clerk's Report and Review of Trial Balance: Clerk Montana reviewed the June 30th, 2021 trial balance with the Board and reported that the monthly No Spill Report had been submitted. Clerk Montana also reported that the Notice Inviting Bids for the Siphon Replacement had been published in the Sun Newspaper and that the quarterly payroll tax returns had been timely filed.

Review and Possible Acceptance of Flo-Services 2021-22 Service Agreement: Clerk Montana distributed the 2021-22 Flo-Services service agreement for review and possible approval. After the Board and Supt. Vanmalsen discussed the increase in rates from the prior year, correspondence from the company's owner, the quality of service, and lack of competition, a motion was made to accept the 2021-22 service agreement as follows:

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General Meeting of the Board**

MOTION: Treasurer Hartmann moved to accept the Flo-Services, Inc. 2021-22 service agreement. Secretary Woods seconded and the agreement was signed accordingly.

Annual Certification of Prohibited Interest: Clerk Montana distributed the County of Orange Auditor-Controller Certification of Prohibited Interest to President Hoad and Secretary Woods, as signors of the monthly Claims for Payment. The Certifications were signed accordingly and Clerk Montana agreed to transmit to the County.


Superintendent's Report (attached): Superintendent Vanmalsen reviewed the attached Superintendent's Report and Flow Report with the Board.

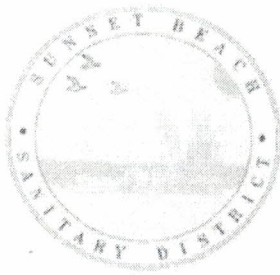
Engineer's Report (attached): Engineer Dawes reviewed the attached Engineer's Report with the Board. Engineer Dawes reminded the Board and Staff that the voluntary Job Walk was scheduled for July 28th and that the Opening of Sealed Bids was scheduled for Wednesday, August 4th, 2021 at 7:00 p.m. at the Sunset Beach Woman's Club.

New Business/Board Member Items: None.

Adjournment: There being no new business to come before the Board, Director Evans moved to adjourn the meeting at 7:15 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
July 8th, 2021

1. 1 Emergency Callout this period. (High Level Smart Cover)
 - a. One Scheduled Shut Down (Eddison Maintenance)
2. Review Flow Report
3. Monthly Training Conducted
 - a. Workplace Violence
 - b. Computers
4. Clear Bypass Valve to Gravity Line (6) times.
5. Semi Annual Jetting and Wetwell Cleaning was completed
(Performance Pipe).
6. Quarterly Preventative maintenance of Pump Station (Flow Services)
7. Discuss NEW Preventative Maintenance Contract (Flow Services)
8. In Cooperation with Huntington Beach, we shut our Pump Station
down to allow them to perform maintenance.

MEMORANDUM

July 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 July 8th, 2021 Regular Board Meeting.

1. Broadway Sewer Siphon Replacement Project.

The plans, specifications and contract documents were completed shortly after the June Board meeting, as I mentioned in my interim report to you. We are advertising in the three plan rooms and have sent notices to many contractors who may bid the job. So far, the response is slow: only 7 contractors have requested contract documents which could mean only 2 or 3 bids (based on my past experience).

Our California Coastal Commission permit is being reviewed for a 1-year time extension. It may get on the calendar for action next week; I'll update you at the meeting.

A non-mandatory contractor job walk is scheduled for July 28.

2. Invoice for Professional Services.

I have submitted an Invoice for \$9,667.87 for professional services and expenses at cost for the two month period ending June 30th, 2021. The large work item was the Broadway Siphon Replacement Project and included \$1,257.87 in reproduction and mailing charges. If you have any questions, please give me a call.