



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

April 21st, 2022 - 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, K.C. Coultrup, and Dave Evans.

Staff present: Supt. Brad VanMalsen, Supt. II Rolf Pridham, Asst. Superintendent Eric Schlange, District Engineer Tom Dawes, and District Clerk Chris Montana.

Community: Debbie Killey, Municipal Sales Manager of Republic Services.

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

Community Input: Debbie Killey, Municipal Sales Manager of Republic Services, discussed the implementation of SB 1383, pertaining to organic food waste, within the District. Actual delivery and pick-up of the new food waste/yard material bins was not expected to commence until July of 2023. Also reported was that Republic Services' legal counsel had reviewed and approved the District's draft ordinance.

Review and Possible Approval of the March 15th, 2022 General Meeting of the Board Minutes: After Directors reviewed the minutes for March 15th, 2022 General Meeting of the Board as prepared by the District Clerk, a motion was made and carried as follows:

MOTION: Treasurer Hartmann moved to approve the minutes of the March 15th, 2022 General Meeting of the Board as presented. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the April 21st, 2022 Claims Transmitted for Payment in the amount of \$116,601.03. After review and discussion, Director Evans moved to approve the Claims as presented, Secretary Woods seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of March 31st, 2022 to be \$2,324,314.

Clerk's Report: Clerk Montana reviewed the current month's trial balance with the Board. Clerk Montana also reported that Form 700's and the 1st Quarter payroll tax returns had been timely filed. Clerk Montana presented an audit engagement letter from CLA in the amount of \$14,175 and a motion was made and carried as follows:

MOTION: Secretary Woods moved to accept the audit engagement letter from CLA in the amount of \$14,175 and to authorize the Clerk to e-sign. Treasurer Hartmann seconded and the motion passed unanimously.

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Clerk Montana distributed the OC LAFCO Authorization to Vote and a motion was made and carried as follows:

MOTION: Treasurer Hartmann moved to authorize President Hoad to vote on behalf of the District, and Secretary Woods as the alternate, in the Special District Election. Secretary Woods seconded, the Clerk agreed to submit the signed authorization to OC LAFCO, and the motion passed unanimously.


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

Engineer's Report (see attached): District Engineer Dawes reviewed and discussed the attached Engineer's Report with the Board. The following recommended action was made and carried as follows:

MOTION: Director Coultrup moved to authorize the District Clerk to pay the one-time permit fee of \$5,943 to the City of Huntington Beach for the Broadway Pump Station Bypass Sewer Project. 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 Coultrup moved to adjourn the meeting at 7:15 p.m., Treasurer Hartmann seconded, and the meeting was unanimously adjourned.


Graham Hoad, President
John Woods, Secretary