



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

September 8th, 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,
Dave Evans and K.C. Coultrup.

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

Community: None.

Secretary Woods called the meeting to order at 6:30 p.m.

Community Input: None.

Review and Possible Approval of the August 11th, 2022 General Meeting of the Board Minutes:
After Directors reviewed the Minutes of the August 11th, 2022 General Meeting of the Board as prepared by the District Clerk, a motion was made and carried as follows:

MOTION: Director Evans moved to approve the August 11th, 2022 Minutes of the General Meeting of the Board as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the August 11th, 2022 Claims Transmitted for Payment in the amount of \$104,192.19. After review and discussion, Director Evans moved to approve the Claims as prepared. Director Coultrup seconded, and the motion passed unanimously.

Fund Balance: Secretary Woods reported the Fund Balance as of August 31st, 2022 to be \$2,329,539.

Clerk's Report: Clerk Montana reviewed the current month's trial balance and distributed the 2021 audit report which had been given an unqualified opinion, the best opinion available for audited financial statements, to the Board. No audit adjustments had been made. The Clerk also distributed the FY 2022-23 Staff Safety Training Schedule as well as a District Record Retention Policy. The Board unanimously agreed to table the adoption of the Record Retention Policy pending legal counsel's review.

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

Engineer's Report (see attached): District Engineer Dawes reviewed the attached Engineer's Report and recommended actions related to the design of the Broadway Pump Station Bypass Sewer Project. After review and discussion, the following motions were made and carried:

MOTION: Director Evans moved to approve a contract with Nuvis Landscape Architecture in an amount not to exceed \$15,115 for Landscaping Services. Secretary Woods seconded, and the motion passed unanimously.

MOTION: Director Evans moved to approve a contract with Bess Testlab, Inc. in an amount not to exceed \$24,330 for Potholing at 23 locations including obtaining Permits. Secretary Woods seconded, and the motion passed unanimously.

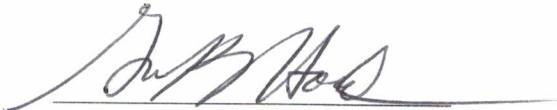
MOTION: After Board discussion regarding the District's satisfaction with Traffic Control Engineering Inc. during the Broadway Sewer Siphon Project, Director Evans moved to approve a contract with Traffic Control Engineering, Inc., rather than to KOA Corp., in an amount not to exceed \$57,500 for preparation of traffic and detour plans for both Caltrans and the City of Huntington Beach. Secretary Woods seconded, and the motion passed unanimously.

MOTION: Director Evans moved to authorize Payment of a filing fee to the State Water Resources Control Board in the amount of \$3,146 for a dewatering permit. Secretary Woods seconded, and the motion passed unanimously.

New Business/Board Member Items: Director Evans discussed sewer issues encountered during the Surfside Colony Street Replacement project and suggested that the District reimburse Surfside Colony for the cost of replacing 11 sewer laterals. President Hoad stated that no action could be taken until the item was placed on an Agenda. Clerk Montana agreed to place item on October's Agenda and suggested that legal counsel review the District's ability to do so.

Adjournment: There being no new business to come before the Board, Director Coultrup moved to adjourn the meeting into Closed Session, at 7:25 p.m., in accordance with the legal matters exception, Code §54956.9(d)(2). Director Evans seconded, and the meeting was unanimously adjourned.

President Hoad reconvened to Open Session, reported that the Board approved legal counsel's recommendation. Director Coultrup moved for adjournment at 7:35 p.m., Director Evans seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary