



# Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

April 13th, 2023 - 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, and K.C. Coultrup.

**Staff present:** Superintendent Brad VanMalsen, Supt. II 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: None.

Addition to Agenda: Due to today's receipt of Republic Services' 2023-24 Rate Adjustment after the posting of the April 13<sup>th</sup>, 2023 Agenda last Friday, Board members voted in accordance with Calif. Govt Code §54954.2(b)(2) to add an Agenda item. The vote was unanimous to add "Review and Possible Acceptance of Republic Services, Inc. 2023-24 Rate Adjustment" to this meeting's Agenda, as immediate action was required.

Review and Possible Approval of the March 16th, 2023 General Meeting of the Board Minutes: After Directors reviewed the March 16<sup>th</sup>, 2023 Minutes of the General Meeting of the Board, a motion was made and carried to approve and file the minutes as follows:

**MOTION:** Treasurer Hartmann moved to approve the March 16<sup>th</sup>, 2023 General Meeting of the Board Minutes as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the April 13th, 2023 Claims Transmitted for Payment in the amount of \$55,266.31. After review and discussion, President Hoad moved to approve the current bills and Claims to be submitted to the County Auditor-Controller for payment. Secretary Woods seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of March 31st, 2023 to be \$2,334,626 and approved the March 2023 bank reconciliations.

Clerk's Report: Clerk Montana reviewed the current month's trial balance with the Board.

Review and Possible Approval of 2022 Audit Services: The Clerk presented CliftonLarsonAllen LLP's (CLA) 2022 Audit Services and Master Services Agreements in an amount NTE \$16,175 for review and approval.

**MOTION:** Secretary Woods moved to accept CLA's 2022 Statement of Work - Audit Services in an amount NTE \$16,175 and Master Services Agreement, and to authorize the Clerk to e-sign. President Hoad seconded, and the motion passed unanimously.

Review and Possible Acceptance of Republic Services, Inc. 2023-24 Rate Adjustment: Clerk Montana distributed the April 13<sup>th</sup>, 2023 Solid Waste Disposal Residential Rate Adjustment letter from Republic

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Services, signed by General Manager Dan Capener. Per the District's Franchise Agreement with Republic Services, the 2023-24 Rate is capped at 5%. After review and discussion, a motion was made as follows:

**MOTION:** Director Coultrup moved to accept the 2023-24 Rate Adjustment Letter from Republic Services, Inc. and to authorize President Hoad to sign. Secretary Woods seconded, and the motion passed unanimously.

**Trash and Sewer Rate Review:** Clerk Montana summarized recent meetings with Republic Services, herself and President Hoad, and the unanticipated rate increases that Republic Services was proposing in order to implement SB1383 Organic Waste Disposal. Negotiations would be continued and options explored.

**Superintendent's Report (see attached):** Superintendent VanMalsen reviewed the attached report with the Board, including the District's pump station valves, current month's flows, and generator maintenance.

**Engineer's Report (see attached):** District Engineer Dawes discussed the attached Engineer's Report with the Board and the following recommended actions were considered for approval and/or adoption:

**Approve Proposal from Lee & Ro for incorporation of Tunneling Alternatives and Permit Support in the amount of \$22,840, increasing total contract from \$99,933 to \$122,973:** After review and discussion of the necessity for a tunneling alternative for the Broadway Sewer Bypass project, a motion was made as follows:

**MOTION:** Director Coultrup moved to authorize the District Engineer to approve the proposal from Lee & Ro for incorporation of Tunneling Alternatives and Permit Support in an amount NTE \$22,840, increasing total contract from \$99,933 to \$122,773. Treasurer Bernard seconded. Ayes: 3 Noes: 1 (Pres. Hoad).

**Approve Proposal from Lee & Ro for Construction Management Services in the amount of \$271,896:** After review and discussion of Lee & Ro's proposal to manage the construction of the Broadway Pump Station Sewer Bypass project, a motion was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to approve the proposal from Lee & Ro in an amount NTE \$271,896 for the management of the construction of the Broadway Pump Station Sewer Bypass Project, on the condition that no amounts will be expended unless the District Board approves a construction contract. Secretary Woods seconded, and the motion passed unanimously.

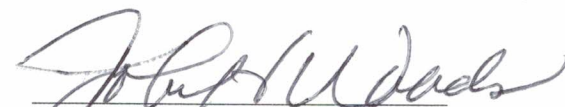
**Adopt Capital Improvement Policy:** Engineer Dawes distributed an updated Capital Improvement Policy as a District Guideline, for review and discussion. A motion was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to adopt the Capital Improvement Policy as a District Guideline, dated April 2023. President Hoad seconded, and the motion passed unanimously.

**New Business / Board Member Items:** None.

**Adjournment:** There being no further business to be brought before the Board, a motion was made by Director Coultrup to adjourn the meeting at 7:50 p.m. Treasurer Hartmann seconded, and the motion to adjourn passed unanimously.

  
Graham Hoad, President

  
John Woods, Secretary