



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

September 14th, 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, and Treasurer Bernard Hartmann.

Staff present: Superintendent Brad VanMalsen, Superintendent II Rolf Pridham, 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 August 10th, 2023 General Meeting of the Board Minutes: After Directors and staff reviewed the August 10th, 2023 Minutes of the General Meeting of the Board, a motion was made and carried to approve as follows:

MOTION: Treasurer Hartmann moved to approve the August 10th, 2023 General Meeting of the Board Minutes as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the September 14th, 2023 Claims Transmitted for Payment in the amount of \$61,267.35. After review and discussion, President Hoad moved to approve the current bills for payment as prepared, Secretary Woods seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of August 31st, 2023 to be \$2,513,078 and approved the August 2023 bank and investment account reconciliations.

Clerk's Report: Clerk Montana reported that the Broadway Pump Station Bypass Sewer Project had been included on State Water Resources Control Boards (SWRCB) Clean Water State Revolving Fund's (CWSRF) 2023-24 Fundable List, meaning that a below market interest rate loan would be granted making it possible for the Project to commence in 2024. A kick-off meeting with State was scheduled for Sept. 28th. The Clerk also distribution for review and discussion the final applied 2023-24 Assessment as well as the first draft of the 2024-25 Trash and Sewer Rate Analysis. Lastly, the Clerk reported that the City of Huntington Beach annual sewer assessment payment in the amount of \$8,000 had been received and deposited.

Superintendent's Report (see attached): Superintendent VanMalsen discussed the attached report and annual flows with the Board. Additionally, the Superintendent reported on issues with the float relay in the wet well and its effects on the pump station. The Board and Staff agreed that a proposal from Flo-Services should be requested to replace needed components. The 2024 Smart Cover proposal was also discussed; the Clerk agreed to place on next month's agenda.

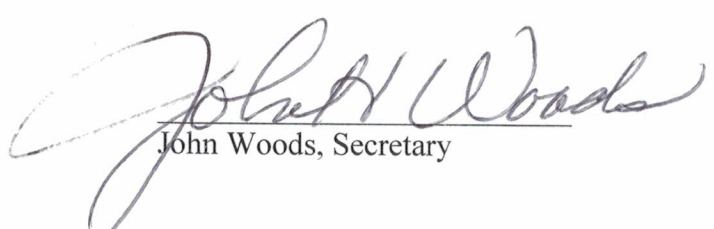
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Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report with Board and staff. The District Engineer recommended authorizing LSA to assist with the acquisition of the CWSRF loan discussed above. A motion was made and carried as follows:

MOTION: Secretary Woods moved to authorize LSA to assist with State loan acquisition using previously approved construction monitoring funds in an amount less than \$2,000, with no increase in the total approved funding amount. Treasurer Hartmann seconded, and the motion passed unanimously.

New Business / Board Member Items: None.

Adjournment: As no other business was presented to the Board, a motion was made by Treasurer Hartmann to adjourn the meeting at 7:23 p.m. Secretary Woods seconded, and the motion to adjourn passed unanimously.


Graham Hoad, President
John Woods, Secretary