



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

September 12th, 2024 - 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 Dave Evans.

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

Community: None.

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

General Community Input: None.

Review and Possible Approval of the August 8th, 2024 Minutes for the General Meeting of the Board: After Directors and staff reviewed the August 8th, 2024 General Board Meeting Minutes, a motion was made and carried to approve as follows:

MOTION: Director Evans moved to approve the August 8th, 2024 General Meeting of the Board and Annual Board of Equalization Minutes as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the September 12th, 2024 Claims Transmitted for Payment for County processing in the amount of \$114,643.46. After Board review, Director Evans moved to approve, President Hoad seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported Total Fund Balance as of August 31st, 2024 to be \$3,072,415. August 2024 bank account reconciliations were reviewed and approved.

Clerk's Report and Review of Trial Balance: The Clerk reported on public outreach efforts made in regards to recycling and the status of CWSRF funding. The year-to-date trial balance was reviewed with the Board and staff.

Superintendent's Report (see attached): Superintendent VanMalsen discussed the attached report and generator emergency repairs that were recently performed.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report. In addition the District Engineer requested to tentatively schedule a special meeting on September 26th, as the SWRCB had indicated that the CWSRF Installment Sale Agreement was nearing final approval. The District Engineer's recommended actions per his report to approve soil and asphalt tests and surveying and mapping were made and approved as follows:

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MOTION: Secretary Woods moved to approve a Contract in an amount not to exceed \$25,000 with Geo-Etka, Inc. to perform soil and asphalt compaction tests. Treasurer Hartmann seconded, and the motion passed unanimously.

MOTION: Secretary Woods moved to approve a Contract in an amount not to exceed \$40,000 with Rosell Surveying and Mapping. Treasurer Hartmann seconded, and the motion passed unanimously.

New Business / Board Member Items: President Hoad reported on his presentation given at Sunset Beach Community Association's monthly meeting regarding the Broadway Pump Station Bypass Sewer Project and the Clerk's report on recycling different types of materials.

Adjournment: There being no other business to be presented to the Board, Secretary Woods moved for adjournment at 7:01 p.m., Treasurer Hartmann seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary