

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE MIDWAY CITY  
SANITARY DISTRICT OF ORANGE COUNTY  
14451 CEDARWOOD AVENUE  
WESTMINSTER, CA 92683**

**March 1, 2016**

**CALL TO ORDER**

President Pro Tem Diep called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, March 1, 2016 at 5:00 P.M.

**BOARD MEMBERS PRESENT:**

Al P. Krippner  
Joy L. Neugebauer  
Tyler Diep  
Frank A. Cobo  
Margie L. Rice (absent)

**OTHERS AT MEETING:**

Ken Robbins, General Manager  
Robert Housley, Finance/HR Director  
James Eggart, General Counsel  
Danielle Gerardo, Board Secretary

**PLEDGE AND INVOCATION**

Director Krippner led the Pledge of Allegiance. Director Neugebauer gave the Invocation.

**PUBLIC COMMENTS**

None

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 16,  
2016**

A motion was made by Director Neugebauer, seconded by Director Cobo to approve the minutes of the meeting of February 16, 2016, as presented. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Krippner, and Neugebauer  
 NAYS:  
 ABSTAIN:  
 ABSENT: Rice

**APPROVAL OF EXPENDITURES**

**A. Demands in the amount of \$ 189,933.23**

#	CK #	Date	AMOUNT	VENDOR
1				<b>HANDCUT CHECKS:</b>
2	8211	2/12	1,068.00	Department of Motor Vehicles - CA#45391 Motor Carrier Renewal Fees
3	8212	2/17	1,345.54	Sherle McFarland - 02/04/2016 Claim, Repair & Paint Damage to Car
4	8213	2/18	30.97	The Gas Company - District Office Usage Fees for February 2016
5	8214	2/18	150.00	Pitney Bowes/Purchase Power - Postage for District Postage Machine
6	8215	2/18	445.91	Verizon Business - Internet Connection for SCADA System for February 2016
7	8216	2/24	203.09	AT&T - Brookhurst Lift Station Service for February 2016
8	8217	2/24	42,910.40	CalPERS Health Premium - Healthcare Premium for March 2016
9	8218	2/24	40.00	City of Westminster - Hydrant Meter Water Usage for January 2016
10	8219	2/24	43.86	The Gas Company - Maintenance Shop & Wash Rack Usage Fees for February 2016
11	8220	2/24	862.80	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for March 2016
12	8235	2/24	11,147.39	CalPERS Retirement - Retirement Contributions for February 2016
13			<b>58,247.96</b>	<b>HANDCUT CHECKS SUBTOTAL</b>
14				
15				<b>REGULAR CHECKS:</b>
16	8221	2/24	153.60	Neugebauer, Joy - Health Insurance Reimbursement for March 2016
17	8222	2/24	104.90	Rice, Margie - Health Insurance Reimbursement for March 2016
18	8223	2/24	1,729.04	Bodyworks - (2) Grabber Drive Gear & (2) Idler Gear for Restock
19	8224	2/24	45.00	CRC Cloud - (3) Year Domain Renewal for MCSANDT.COM
20	8225	2/24	301.42	G & K Services - Uniform Services for February 2016
21	8226	2/24	135.44	Gralinger - (2) Pressure Gauges for Restock
22	8227	2/24	519.94	Los Alamitos Napa Auto Parts - (2) Oil Filters, (2) Air Filters & (10) Hose Ends for Restock
23	8228	2/24	61,042.88	Rainbow Transfer Recycling - Tonnage from 02/01/2016 through 02/15/2016
24	8229	2/24	184.75	Reyes Alternators - (1) Starter for T10
25	8230	2/24	1,061.20	Rush Truck Center - Install ABD Module for T65
26	8231	2/24	391.00	Rutan & Tucker, LLP - Legal Services for January 2016
27	8232	2/24	127.66	TEC of California, Inc. - (4) Brake Pads & (3) Air Disc Pads for Restock
28	8233	2/24	105.58	Wastebullit - (13) Rocker Switches for Restock
29	8234	2/24	700.00	Yale/Chase Equipment & Svcs., Inc. - Level One Generator Service for Westminster & Hammon Lift Stations
30			<b>66,602.41</b>	<b>REGULAR CHECKS SUBTOTAL</b>
31				

31			
32			<b>PAYROLL</b>
33	2/16	56,802.64	Payroll - Staff Checks Taxes & Direct Deposits
34	2/16	1,200.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
35	2/16	650.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
36	2/26	5,950.01	Board of Director's Payroll for the Month of February 2016 Check # 15833 - 15836
37	2/26	480.21	Board of Director's Nationwide Deferred Compensation for February 2016 (100% Paid By Directors)
38		<b>65,082.86</b>	<b>PAYROLL SUBTOTAL</b>
39			
40		<b>189,933.23</b>	<b>TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)</b>
41			

A motion was made by Director Krippner, seconded by Director Neugebauer to approve the expenditures in the amount of \$ 189,933.23. The motion was approved by the following 4-0 vote:

- AYES: Cobo, Diep, Krippner, and Neugebauer
- NAYS:
- ABSTAIN:
- ABSENT: Rice

**REPORTS**

**Report of President**

None

**Report of General Manager**

GM Robbins stated that he would be looking into the purchase of an automatic external defibrillator machine for the front office since the District is a public agency. During the Districts CPR and first aid training, employees will be able to be trained to use the defibrillator machine in case of an emergency. The cost per machine is approximately \$1,100.

GM Robbins reported that the District received a thank you from a new resident regarding a large bulky item that was pulled out of their trash container and was disposed of by the District. She stated that she never received that kind of service in Long Beach.

GM Robbins stated that he was looking into purchasing new time clocks because the old time clocks are old and breaking down. The new time clocks will be synced to Paychex' system.

GM Robbins reported that on Thursday, March 3, 2016, there would be a Level 2 Maintenance service done on the CNG station in order to check components at a cost of approximately \$1,400. This will be the first scheduled maintenance by a technician since

the station opened six months ago. District employees have been doing manual oil leak and air checks.

**Report from Orange County Sanitation District (OCSD) Meetings on February 10 and 24, 2016**

Director Neugebauer reported that she attended an Administrative Committee Meeting at OCSD on February 10, 2016 at which there were two committee actions worth noting. There was discussion regarding wastewater refunding revenue obligations which cost \$163,000,000 and by refunding 8% of the total there would be a savings of \$19 million. The other item was the budget assumptions and budget calendar in preparation of 2016-17 and 2017-18 fiscal years.

Director Krippner reported that he attended a short meeting at OCSD on February 24, 2016 in Director Neugebauer's absence.

**Report from the California Association of Sanitation Agencies (CASA) Conference in Washington D.C. on February 22-24, 2016**

Director Neugebauer reported that the trip to Washington D.C. was worthwhile and in addition to scheduled meetings with Congressmen, the speaker who gave information on cyber security was interesting. She enjoyed the reception at the arboretum and hearing from Senator Diane Feinstein and Congressman Lowenthal.

Director Cobo reported that Senator Diane Feinstein would be retiring and that he also enjoyed speaking with Congressman Lowenthal.

GM Robbins reported that it was good to meet with colleagues and that Senator Feinstein had support for her bill from the Republican party but not her own Democratic party.

**CONSENT CALENDAR**

- A. Approval for a Two Day Heavy Duty Natural Gas Vehicle Maintenance and Diagnostics Training and a Two Day CNG Fueling Station Operation and Maintenance Training to be Conducted by Natural Gas Vehicle Institute (NGVI)

A motion was made by Director Cobo, seconded by Director Neugebauer to approve the Consent Calendar. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Krippner and Neugebauer

NAYS:

ABSTAIN:

ABSENT: Rice

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **A. Consider Approving the Purchase of a New Stake Bed Bulky Truck**

A motion was made by Director Neugebauer, seconded by Director Cobo to defer the District's purchase of a new stake bed bulky truck until after the Waste Expo in June, 2016 in order to see if there is a better truck and/or option for the bulky item pickup program available to the District. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Krippner, and Neugebauer

NAYS:

ABSTAIN:

ABSENT: Rice

## **INFORMATIONAL ITEMS**

A. California Special Districts Association Memo – Court Rules on Major State Mandates Case

B. Special District Risk Management Authority Memo – No Rate Increase for the Property/Liability Program Package for 2016-17

C. CalPERS State of the System 2016 – Our Progress Toward a Sustainable Pension Fund

A motion was made by Director Cobo, seconded by President Pro Tem Diep to receive and file the informational items. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Krippner, and Neugebauer

NAYS:

ABSTAIN:

ABSENT: Rice

## BOARD CONCERNS/COMMENTS

Director Neugebauer stated that the District's organizational chart on the website needs to be updated to reflect the new Board positions. She also asked whether the single CNG truck with a steering wheel on both sides that the Board chose to purchase was being used by the District drivers.

GM Robbins stated that it was not in use daily but if the District had one more driver, it would be.

## GM/STAFF CONCERNS/COMMENTS

Finance/HR Director Housley stated that the auditors at White Nelson Diehl Evans would have a meeting with Rainbow Environmental Services this Friday, March 4, 2016 to set the schedule for the actual fieldwork for the audit of the franchise agreement.

## GENERAL COUNSEL CONCERNS/COMMENTS

None

## CLOSED SESSION


**CLOSED SESSION:** During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted.

Reports relating to (a) purchase and sale of property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time as the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

None

## ADJOURNMENT

President Pro Tem Diep adjourned the meeting to Tuesday, March 15, 2016 at the District office at 5:00 P.M. at approximately 5:31 P.M.

  
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Frank Cobo, Secretary