

**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**

**May 1, 2018**

**CALL TO ORDER**

President Nguyen called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, May 1, 2018 at 5:00 P.M.

**BOARD MEMBERS PRESENT:**

Al P. Krippner (absent)  
Margie L. Rice  
Tyler Diep  
Frank A. Cobo  
Chi Charlie Nguyen

**OTHERS AT MEETING:**

Ken Robbins, General Manager  
Robert Housley, Finance/HR Director  
James Eggart, General Counsel  
Danielle Gerardo, Board Secretary  
Thanh Tran, CR&R

**PLEDGE AND INVOCATION**

Director Cobo led the Pledge of Allegiance. Director Rice gave the Invocation.

**PUBLIC COMMENTS**

None

## APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 17, 2018

A motion was made by Director Rice, seconded by Director Cobo, to approve the minutes of the regular meeting of April 17, 2018. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

## APPROVAL OF THE MINUTES OF THE ADJOURNED REGULAR BUDGET MEETING/WORKSHOP OF APRIL 18, 2018

A motion was made by Director Cobo, seconded by Director Diep, to approve the minutes of the adjourned regular budget meeting/workshop of April 18, 2018. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

## APPROVAL OF EXPENDITURES

### A. Demands in the amount of \$ 237,368.52

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	9799	4/18	72.82	The Gas Company - District Office, Maintenance Shop, & Wash Rack Usage Fees for April 2018
3	9800	4/18	150.00	Pitney Bowes/Purchase Power - Postage for March 2018
4	9801	4/18	1,400.00	State Water Resources Control Board - Annual Permit Fee for 04/01/2018-03/31/2019
5	9802	4/18	7.09	Tyler Diep - Mileage Reimbursement for ISDOC Quarterly Meeting 01/25/2018
6	9803	4/19	15.00	County of Orange Auditor-Controller - Parcel Fee Assessment
7	9804	4/19	248.25	LegalShield - Member Paid Services for March 2018
8	9805	4/25	90.00	Westminster Prayer Breakfast Committee - 2018 Prayer Breakfast Table for Eight (2-Board, 1-St
9	9806	4/26	170.62	AT&T - Brookhurst Lift Station Service for April 2018
10	9807	4/26	1,082.89	Frontier Communications-District Office Phones&Lift Stations for April 2018;\$594.73 District Office
11			\$162.72	Willow Lift, \$162.72 Westminster Lift, \$162.72 Hammon Lift.
12	9808- 9822	5/1		VOID Printing Error
13			3,236.67	HANDCUT CHECKS SUBTOTAL
14				

15			<b>REGULAR CHECKS:</b>
16	9823	5/1	70.00 <b>Asbury Environmental Services</b> - (200) Gallons Used/Mixed Oil Pick-up
17	9824	5/1	2,923.85 <b>Bodyworks Equipment</b> -(1)Wire Harness Valve End,(2) 1/2" Tubes for NG2;Restock(6) 1/2" Tube
18			(1) Grip Cylinder,(1) RR Pivot Hose Kit;(1) each-Loader Latch Hook, Yoke,Air cylinder;(2) Pins
19	9825	5/1	267.59 <b>Cintas</b> - Uniform Services for April 2018
20	9826	5/1	1,046.00 <b>CRC Cloud</b> - Maintenance & Support for May 2018; Firewall Renewal 05/05/18-05/05/19
21	9827	5/1	66,440.12 <b>CR Transfer</b> - Tonnage from 04/01/2018 through 04/15/2018
22	9828	5/1	276.32 <b>Cummins Cal Pacific</b> - Restock (6) Spark Plug Kits
23	9829	5/1	5,940.09 <b>Daniels Tire Service</b> - (7) Recaps, (3) Repairs, & (6) New Tires for Restock
24	9830	5/1	165.22 <b>Franklin Truck Parts</b> - (20) Cap Nuts and (20) Studs for NG3
25	9831	5/1	1,743.41 <b>Los Alamitos Napa Auto Parts</b> - (2) Air Filters, (4) Brake Drums, (4) Brake Shoes, (4) HD Plus,
26			(24) 14oz. Brakleen for Restock.
27	9832	5/1	26,461.78 <b>Paulus Engineering</b> - Emergency Sewer Repair at Aspenwood & Newland
28	9833	5/1	3,428.01 <b>Plumber's Depot</b> - (2) Cage Weldment Float Ball, (1) Gasket, (2) Float Ball, (2) Ball Valves,
29			& Labor for M64.
30	9834	5/1	1,200.00 <b>ROI Safety Services</b> - Confined Space Entry Training 04/13/2018
31	9835	5/1	1,096.16 <b>The Standard Life Insurance</b> - Life Insurance & AD&D Premium Coverage for May 2018
32	9836	5/1	1,217.29 <b>TEC of California</b> - Restock (6) Brake Pads and (12) Hydraulic Filters
33	9837	5/1	414.31 <b>Vision Service Plan</b> - Monthly Premium for April 2018
34			<b>112,690.15 REGULAR CHECKS SUBTOTAL</b>
35			
36			<b>PAYROLL</b>
37	4/24		59,657.46 Payroll - Staff Checks Taxes & Direct Deposits
38	4/30		2,145.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
39	4/30		590.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
40			<b>62,392.46 PAYROLL SUBTOTAL</b>
41			
42			<b>ACH TRANSFERS</b>
43	5/1		42,795.70 ACH Employee Health Insurance Payment to CalPERS for May 2018
44	5/1		2,906.03 ACH Board Health Insurance Payment to CalPERS for May 2018
45	4/26		11,219.71 ACH Retirement Payment to CalPERS for Classic 8583 04/09/2018-04/22/2018
46	4/26		1,146.78 ACH Retirement Payment to CalPERS for Classic 8584 04/09/2018-04/22/2018
47	4/26		981.02 ACH Retirement Payment to CalPERS for PEPRA 04/09/2018-04/22/2018
48			<b>59,049.24 ACH TRANSFERS SUBTOTAL</b>
49			
50			<b>237,368.52 TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)</b>
51			
52			<b>BANK TRANSFERS</b>
53	4/23		2,500,000.00 Transfer Funds from Money Market to Checking Account
54	4/24		2,000,000.00 Transfer Funds from Checking Account to LAIF

A motion was made by Director Cobo, seconded by Director Rice, to approve the expenditures in the amount of \$ 237,368.52. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

## **REPORTS**

### **Report of President**

None

### **Report of General Manager**

GM Robbins reported that on Friday, May 11, 2018 the sewer crew would be trained in the emergency portion of confined space sewer entry and retrieval. The sewer crew did regular confined space training a few weeks ago.

GM Robbins reminded the Board of the Administrative Professionals Day luncheon on Wednesday, May 2, 2018 at 12 noon and the Mayor's Prayer Breakfast on Thursday, May 3, 2018 from 7-9 A.M.

GM Robbins reported that the District received the youth t-shirts promoting the new green organics program to give away at Safetu Day and polo type shirts for the Board would be arriving soon.

### **Report from Orange County Sanitation District (OCSD) Meeting on April 25, 2018**

None

### **Report from the 2018 Waste Expo in Las Vegas, Nevada April 23-26, 2018**

Director Cobo reported that he got some interesting information and plastic samples of the green organic containers.

Director Rice reported that it was a good conference and that she attended an interesting class on food waste, but noted that the classes were far and hard to find.

Director Nguyen reported that he attended several classes on organics and spoke to several people from different states about their refuse situations.

## **Quarterly Tonnage Report from CR&R**

Thanh Tran reported that the overall tonnage for the District, for the first quarter of 2018 is at 49% and feels confident that the District is on a good pace and will reach 50% before the end of the year. He stated that the District is doing better than a year ago and has added several organic recycling programs such as the Westminster Mall. He stated that he is currently working with the company that manages the Asian Garden Mall, the Asian Village and Liberty Square.

Director Cobo asked if he had contacted the Rose Center.

Thanh Tran said that he would look into it and reach out to them.

## **CONSENT CALENDAR**

None

## **OLD BUSINESS**

None

## **NEW BUSINESS**

A. RESOLUTION NO. 2018-03

*(Roll Call Vote)*

A RESOLUTION NO. 2018-03 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ESTABLISHING A POLICY APPLICABLE TO DISTRICT DEPOSITS AND INVESTED FUNDS

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Rice, seconded by Director Cobo, to approve and adopt Resolution No. 2018-03, establishing a policy applicable to District deposits and invested funds. The motion was approved by the following 4-0 roll call vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

B. RESOLUTION NO. 2018-04

*(Roll Call Vote)*

A RESOLUTION NO. 2018-04 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, APPROVING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2018-2019 (JULY 1, 2018 THROUGH JUNE 30, 2019)

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Rice, seconded by Director Cobo, to approve and adopt Resolution No. 2018-04, approving the annual statement of investment policy for fiscal year 2018-2019 (July 1, 2018 through June 30, 2019). The motion was approved by the following 4-0 roll call vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

C. Consider Approval of the Fiscal Year 2017-2018 Third Quarter Financial Reports and Budget Review for the Period of July 1, 2017 through June 30, 2018

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Diep, seconded by Director Rice, to approve the fiscal year 2017-2018 third quarter financial reports and budget review for the period of July 1, 2017 through June 30, 2018. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

D. Consider Approval of Clean up Events at Margie Rice and Russell Paris Parks on Saturday, August 18, 2018 and Saturday, October 20, 2018

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Diep, seconded by Director Cobo, to approve as recommended by staff and schedule clean up events at Margie Rice and Russell Paris Parks on Saturday, August 18 and Saturday, October 20, 2108. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

E. Discuss and Consider the Ballots for a Regular Special District Member and an Alternate Special District Member of the Orange County Local Agency Formation Commission of Orange County (OC LAFCO)

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Nguyen, seconded by Director Cobo, to nominate Fred Adjarian for the regular special district member of OC LAFCO. The Board unanimously approved support for Bob Ooten for the alternate position at the April 3, 2018 regular Board meeting and authorized President Nguyen to sign the ballots at the March 20, 2018 regular Board meeting. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

F. Discussion and Approval for Open House in July to Address Residents Questions about the District's Organic Recycling Program

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Diep, seconded by Director Cobo, to approve an Open House/BBQ to address residents' questions about the District's new Organic Recycling Program on Saturday, July 21, 2018 from 5-7 P.M. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

G. Approve a Lump Sum payment to CalPERS to prepay the 2018-2019 Employers Annual Required Unfunded Liability Payment in the Amount of \$66,568.00

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Diep, seconded by Director Cobo, to approve as recommended by staff and authorize a lump sum payment to CalPERS to prepay the 2018-2019 employers annual required unfunded liability payment in the amount of \$66,568.00. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

H. Approval of Request for Proposals (RFP) for Green Organic Recycling Carts and Distribution

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Cobo, seconded by Director Rice, to approve the Request for Proposal (RFP) for 18,000 green organic recycling carts and their distribution. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

**INFORMATIONAL ITEMS**

A. Orange County Local Agency Formation of Orange County (LAFCO) Regular Public Member Press Release and Application

B. CR&R Solid Waste and Recycling Services Annual Rate Adjustment - 2018

Receive and file.

**BOARD CONCERNS/COMMENTS**

None

**GM/STAFF CONCERNS/COMMENTS**

GM Robbins stated that he had 300 extra adult shirts ordered as well as the youth shirts that the Board could give away at the Open House. In the meantime he would work with President Nguyen on the food waste pails and hopefully get some bids in order to have them available for viewing and explain their use at the Open House.

**GENERAL COUNSEL CONCERNS/COMMENT**

None



## CLOSED EXECUTIVE SESSION

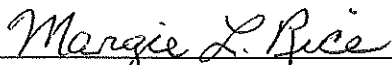
CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government 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 Nguyen adjourned the meeting to Tuesday, May 15, 2018 at 5:00 P.M. at the District office at approximately 5:44 P.M.

  
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Margie L. Rice, Secretary