

**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 15, 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 15, 2018 at 5:00 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner
Margie L. Rice
Tyler Diep (absent)
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

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 MAY 1, 2018

A motion was made by Director Cobo, seconded by Director Rice, to approve the minutes of the regular meeting of May 1, 2018. The motion was approved by the following 4-0 vote:

AYES: Cobo, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Diep

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 341,094.16

#	CK #	Date	AMOUNT	VENDOR		
1				HANDCUT CHECKS:		
2	9838	5/1	400.00	Harbor Machining - (40) Aluminum Plugs for CNG Station Pumps		
3	9839	5/1	1,432.43	Chevron & Texaco Bus. Card Svcs. - Gasoline Purchases for April 2018		
4	9840	5/1	3,042.68	SDRMA Delta Dental - Dental Insurance Premium for May 2018		
5	9841	5/1	4,417.10	Southern California Edison - District Office \$3,197.22, Brookhurst Lift Station \$93.93, Westminster Lift Station \$593.28, Willow Lift Station \$143.80, Hammon Lift Station \$388.87.		
6						
7	9842	5/1	4,549.25	US Bank		
8				(DGe) Board Meeting Refreshments for 03/28 & 04/12		\$14.18
9					DGe Total	\$14.18
10				(DGr) Sewer Maint. Supplies for APR-2018		\$235.88
11					DGr Total	\$235.88
12				(RH) City of Westminster - Hydrant Meter Water Usage 02/17-03/19/2018		\$56.23
13				(RH) CSMFO Qtrly Luncheon 04/12/2018		\$30.00
14				(RH) Monthly Water Services APR-2018		\$64.00
15				(RH) Storage Bin for District Safe		\$10.76
16					RH Total	\$160.99
17				(NC) NGT11 U-Bolt Rod		\$21.55
18				(NC) Restock District Kitchen Supplies for MAR-2018 & APR-2018		\$288.02
19				(NC) First Aid Kits for M64, S1, S2, NG12		\$39.02
20				(NC) 4" Pipe Blanket System for NG8		\$695.00
21				(NC) 4" Pipe Blanket System for NG4		\$695.00
22				(NC) 4" Pipe Blanket System for NG7		\$695.00
23				(NC) Restock Windshield Wiper Fluid for Fleet		\$6.87
24				(NC) Return on Restock District Kitchen Supplies for MAR-2018 & APR-2018		-\$10.86
25					NC Total	\$2,429.60

26			{KR} Lunch After Spring Festival (KR, NC, DH, ML, FC)	\$50.35
27			{KR} (4) 8" Crystal Towers for 4/11 (GC, RG, RM, DGr)	\$431.00
28			{KR} Employee Recognition Luncheon 4/11	\$693.83
29			{KR} (1,000) Door-Hangers for Liberty Park Clean-Up 06/09/2018	\$288.21
30			{KR} 80th Anniversary Design Logo	\$200.00
31			{KR} Certificates & Holders for Local Public Outreach (Per CN)	\$45.21
32				KR Total \$1,708.60
33	9843	5/9	316.74 AT&T Mobility - Service for April 2018: {KR} 714-310-2313, {NC} 714-310-8653, {DGr} 714-325-3606,	
34			Sewer 714-310-8654, Emergency 714-310-9004.	
35	9844	5/9	129.98 DirectTV - Service for May 2018	
36	9845	5/9	2,817.01 The Gas Company - CNG Fuel for April 2018	
37	9846	5/9	244.93 Staples Business Credit - Restock District Office Supplies for April 2018	
38	9847	5/9	1,299.57 Verizon Business - Internet Connection for May 2018	
39			18,649.69 HANDCUT CHECKS SUBTOTAL	
40				
41			REGULAR CHECKS:	
42	9848	5/9	12.03 Robbins, Kenneth - Reimbursement for 2018 Waste Expo Las Vegas, NV 04/23-04/26/2018	
43	9849	5/9	60.00 Advanced Gas Products - Cylinder Rental for April 2018	
44	9850	5/9	35.00 Asbury Environmental Services - (220) Gallons Used/Mixed Oil Pick-up	
45	9851	5/9	2,699.72 Bodyworks - (1) Cable Carrier for NG2; (1) Monoblock Valve for NG4; Restock (2) Loader Latch	
46			Hooks, (4) Air Cylinders.	
47	9852	5/9	283.80 Cintas - Uniform Services for April & May 2018	
48	9853	5/9	69,246.69 CR Transfer - Tonnage from 04/16/2018 through 04/30/2018	
49	9854	5/9	258.92 Cummins Cal Pacific - (1) Temperature Sensor for NG3	
50	9855	5/9	2,011.83 Daniels Tire Service - (5) Recaps & (3) Repairs for Restock	
51	9856	5/9	645.00 Environmental Outsource - Forklift Operator Training	
52	9857	5/9	247.53 Los Alamitos Napa Auto Parts - Restock (4) Scotseal, (2) Oil Filters, (1) Air Filter	
53	9858	5/9	100.00 Memorial Care Medical Foundation - (1) DMV Physical Exams	
54	9859	5/9	550.14 Merchants Building Maintenance - District Offices Janitorial Services for May 2018	
55	9860	5/9	155.48 North American Safety - (8) Organics Embroidered Polo Shirts for Board Members & Staff	
56	9861	5/9	18,155.45 Orange County Sanitation District - Permit Fees for April 2018 (MCSD 5% = \$955.55)	
57	9862	5/9	270.00 Orange County Water Association - 2018 SafetyFest 05/24/2018 (NC, DGr, RG, CR, AG, MJ)	
58	9863	5/9	32,554.88 Paulus Engineering - Emergency Sewer Repairs on Garden Grove Boulevard; Westminster and	
59			405 Freeway.	
60	9864	5/9	7,449.00 PumpMan - 4th Quarter Pump System Planned Maintenance for FY 2017-18	
61	9865	5/9	486.55 Rosemead Oil - Restock (4) Spindle Oil for Lift Stations	
62	9866	5/9	7,379.88 RWC Group - Exhaust Repair, Parts & Labor, for NG9; Throttle Pedal for NG1	
63	9867	5/9	79,057.58 Sancon Engineering, Inc. - 2017 Rehab/Repair District Sewer Lining Project	
64	9868	5/9	128.61 South Coast AQMD - AQMD Fee for FY 2017-2018	
65	9869	5/9	3,024.18 TEC of California - Restock (3) Brake Pads, (20) Wheel Studs, (2) Brake Discs, (1) Rotor	
66	9870	5/9	867.59 Trillium USA Company - (2) Valve Ball & (2) Nozzles for CNG Station Pumps	
67	9871	5/9	23.20 Underground Service Alert - (8) New Tickets for April 2018	

68	9872	5/9	1,127.00 Wespac Security Services - Burglar, Fire, & Gas Alarm Services for January through June 2018
69	9873	5/9	11,384.15 Woodruff, Spradlin & Smart - Legal Services for April 2018
70			238,214.21 REGULAR CHECKS SUBTOTAL
71			
72			PAYROLL
73	5/4		6,484.47 Board of Director's Payroll for the Month of April 2018
74	5/4		505.67 Board of Director's Nationwide Deferred Compensation for April 2018 (100% Paid By Directors)
75	5/8		61,762.72 Payroll - Staff Checks Taxes & Direct Deposits
76	5/8		590.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
77	5/8		2,145.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
78			71,487.86 PAYROLL SUBTOTAL
79			
80			ACH TRANSFERS
81	5/9		10,647.39 ACH Retirement Payment to CalPERS for Classic 8583 04/23/2018-05/06/2018
82	5/9		1,113.99 ACH Retirement Payment to CalPERS for Classic 8584 04/23/2018-05/06/2018
83	5/9		981.02 ACH Retirement Payment to CalPERS for PEPRA 04/23/2018-05/06/2018
84			12,742.40 ACH TRANSFERS SUBTOTAL
85			
86			341,094.16 TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
87			

A motion was made by Director Cobo, seconded by President Nguyen, to approve the expenditures in the amount of \$ 341,094.16. The motion was approved by the following 4-0 vote:

AYES: Cobo, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Diep

REPORTS

Report of President

None

Report of General Manager

GM Robbins reminded the Board of the AB1661 Sexual Harassment Training on Wednesday, May 16, 2018 at 2 P.M. OCSD and stated that the District would need to adopt a sexual harassment policy in the near future.

GM Robbins reported that Tesco Control was called out because the District's SCADA (sewer emergency) computer system failed. The repairs to the system will cost the District somewhere between \$10,000 and \$20,000, depending on what is needed.

GM Robbins reported that the District's two upcoming clean up events were moved to a week later – to Saturday, August 25 instead of Saturday, August 18, 2018 and to Saturday, October 27 instead of Saturday, October 20, 2018 because CR&R already had large events scheduled on those days. The District's franchise agreement with CR&R only allows for ten (10) free bins per year, so CR&R will only charge for the tonnage for these events.

GM Robbins stated that Westminster City Councilman Sergio Contreras is seeking sponsorship from CR&R and Rainbow Environmental for a shred event on June 9, which is the same day as the District's clean up event at Liberty Park. Jeff Snow from Rainbow forwarded the request to Dean Ruffridge at CR&R and his response to Mr. Snow was that he would not do it without the District's consent. GM Robbins asked Mr. Ruffridge from CR&R not to do it for any individual campaign, but for the District as a whole. Mr. Ruffridge stated that CR&R will work with the District to organize a shred event without supporting any certain candidate. GM Robbins suggested possibly having it at the District's 80th anniversary event.

GM Robbins stated that CR&R has offered to help the District at the July 21, 2018 Open House and will be in attendance to help answer questions regarding the District's new organics program.

GM Robbins stated that the District filed a claim with CalTrans for damages to the sewer main on Garden Grove Blvd. on May 7, 2018 in the amount of \$13,488. This amount is exactly what Paulus Engineering charged the District.

Report from Orange County Sanitation District (OCSD) Meeting on May 9, 2018

President Nguyen attended the OCSD Administration meeting and reported that OCSD is changing banks after many years at the same institution, working on their security access system, got approval of funding for a wastewater study, got approval to purchase from additional sole source vendors, and is doing a study regarding hiring temporary employees versus having their current employees work overtime.

Report from the Administrative Professionals Day Luncheon on May 2, 2018

Director Rice reported that she always enjoys spending time with District employees and she thanked President Nguyen for the treats that he brought for everyone.

Director Cobo stated that he enjoyed being there to give thanks to staff for all their hard work.

President Nguyen stated that he enjoyed it and everyone there and wishes Director Diep the best of luck in his future endeavors.

Director Krippner also commented that it was a very nice event.

Report from the Mayor's Prayer Breakfast on May 3, 2018

Director Rice stated that it was a very nice event and the speaker was very good.

Director Cobo stated that attendance was good and that he was glad for the spiritual guidance, soul searching and strength that the event gave him.

President Nguyen stated that he was very sorry that he missed the event.

CONSENT CALENDAR

A. Approve and file the Treasurer's Investment Report for April 2018

B. Approve the Letter of Engagement for Independent Audit Services, of White Nelson Diehl Evans LLP, to Perform the Fiscal Year 2017-2018 (July 1, 2017 through June 30, 2018) Audit and the 2018 State Controller's Special District's Financial Transaction Report

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

AYES: Cobo, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Diep

OLD BUSINESS

None

NEW BUSINESS

A. Discussion of Election Information for the November 6, 2018 General Election and Transmittal of Election Information Special District

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 Krippner, to approve authorization of 200 words to be used in the candidates statements and the District will not pay for the candidates Statement of Qualifications for the November 6, 2018 General Election and Transmittal of Election Information Special District. The motion was approved by the following 4-0 vote:

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

B. RESOLUTION NO. 2018-05

(Roll Call Vote)

A RESOLUTION NO. 2018-05 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2018-2019 FOR THE DISTRICT IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

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. 2018-05, establishing the appropriations limit for the fiscal year 2018-2019 for the District in accordance with the provisions of Division 9 of Title 1 of the California Government Code in the amount of \$6,684,620.55. The motion was approved by the following 4-0 roll call vote:

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

C. Discussion of 2-Gallon vs. 13-Gallon Kitchen Food Waste Bins

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 purchase of 540 2-gallon food waste bins from Orbis to give away at the District's Open House, and authorize Staff to sell them to residents at the District's cost in the future. The motion was approved by the following 3-1-0 vote:

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

INFORMATIONAL ITEMS

A. Web Site Activity for the Month of April 2018 (237,925 Successful Hits)

B. CalRecycle – Dept. of Resources Recycling and Recovery Sword Letter

Receive and file.

BOARD CONCERNS/COMMENTS

Director Rice asked why the number of District web hits is so high.

GM Robbins stated that people are looking at the District's budget.

President Nguyen asked Director Krippner why he voted against the 2-gallon food waste pails.

Director Krippner stated that he feels that the District is sending the wrong message by purchasing the smaller 2-gallon containers and feels that the larger 13-gallon containers make more sense.

GM/STAFF CONCERNS/COMMENTS

None

GENERAL COUNSEL CONCERNS/COMMENT

None

CLOSED EXECUTIVE SESSION

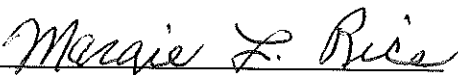
CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government 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 22, 2018 at 5:00 P.M. at the District office at approximately 5:34 P.M.


Margie L. Rice, Secretary