

**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**

November 6, 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, November 6, 2018 at 5:00 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner
Margie L. Rice
Tyler Diep (arrived at 5:11 P.M.)
Frank A. Cobo
Chi Charlie Nguyen

OTHERS AT MEETING:

Kenneth Robbins, General Manager
Robert Housley, Finance/HR Director
James Eggart, General Counsel
Danielle Gerardo, Board Secretary
Anita Rice, Resident

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 OCT, 16, 2018

A motion was made by Director Rice, seconded by Director Cobo, to approve the minutes of the regular meeting of Oct. 16, 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 \$ 236,333.23

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	10181	10/18	\$157.92	Cintas - Uniform Services for October 2018
3	10182	10/18	\$67.86	The Gas Company -District Office,Maintenance Shop&Wash Rack Usage Fees for Oct 2018
4	10183	11/1	\$192.60	AT&T - Brookhurst Lift Station Service for October 2018
5	10184	11/1	\$315.84	Cintas - Uniform Services for October 2018
6	10185	11/1	\$1,117.44	Frontier Communications -District Office Phones&Lift Stations for Oct 2018;
7			\$622.14	District Office, \$165.10 Willow Lift, \$165.10 Westminster Lift, \$165.10 Hammon Lift
8	10186	11/1	\$2,417.40	HB Staffing - Administrative Assistant Services for 10/07/2018 & 10/14/2018
9	10187	11/1	\$45.00	Nick Castro - Reimbursement for DMV Renewal
10	10188	11/1	\$910.95	SDRMA - Deductible from Claim on 10/03/2018
11	10189	11/1	\$3,019.74	SDRMA Delta Dental - Dental Insurance Premium for November 2018
12	10190	11/1	\$4,320.64	Southern California Edison -District Office \$3,176.08, Brookhurst Lift Station \$77.60,
13				Westminster Lift Station \$555.99, Willow Lift Station \$136.04, Hammon Lift Station \$374.93
14	10191	11/1	\$1,129.84	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for Nov 2018
15	10192	11/1	\$19.45	Union Bank - (NC) Travel Expenses for Pilot Inspection at Heil Plant
16	10193	11/1	\$467.08	Vision Service Plan - Monthly Premium for November 2018
17			\$14,181.76	HANDCUT CHECKS SUBTOTAL
18				
19				REGULAR CHECKS:
20	10194	11/1	\$134.07	Robert Housley - Mileage Reimb for CalPERS Conf Indian Wells, CA 10/22-10/24/2018
21	10195	11/1	\$782.90	Advanced Workplace Strategies, Inc. - DOT Drug Testing & Collection Fees
22	10196	11/1	\$35.00	Asbury Environmental Services - (200) Gallons Used/Mixed Oil Pick-Up
23	10197	11/1	\$6,852.55	Bodyworks Equipment -Inspect&Repair Pressure Switch,Air Cylinder,Bushing(2)Pins,Valve for
24				NG7;Restock(1)Arm Raise Cylinder,In/Out Cylinder,(2)Coils,(1)Loader hook,(1)Air Cylinder
25	10198	11/1	\$3,487.70	CRC Cloud - Maintenance & Support for Nov 2018; Replacement Laptop for Mechanics;
26				Replacement Workstation for Sewer Department; Update QuickBooks for Finance

27	10199	11/1	\$7,252.00	CSDA - 2019 Membership Renewal
28	10200	11/1	\$535.05	Cummins Cal Pacific - Repair & Labor for Electrical Tooling of NG5
29	10201	11/1	\$8,597.01	Daniels Tire Service - Restock (13) Recaps and (10) New Tires
30	10202	11/1	\$760.73	Dartco Transmission - Restock (12) Filter Kits
31	10203	11/1	\$9,710.43	DTNtech - (36) Jackets, (50) Caps, (200) Caps, (1,000) T-shirts for Public Outreach & Staff
32	10204	11/1	\$8,700.00	ECIS- FOG Inspections for September 2018
33	10205	11/1	\$260.00	Four Pals Inc. - Backflow Testing & Repairs for District Offices & Westminster Lift Station
34	10206	11/1	\$1,588.46	Los Alamitos Napa Auto Parts-Restock(10)Fittings,(12)M1 5W30,(6)Oil Filters,(8)Fuel Filters,
35				(6)Air Filters,(6)Tee Connectors,(4)Air Blow Gun Kits;(1)Front Brake Pads,(1)Brake Rotor for M2
36	10207	11/1	\$1,073.56	North American Safety - (61) T-Shirts & Polo Shirts Screen-printed for Staff
37	10208	11/1	\$285.47	Mobile Relay Associates - Restock (5) Standard Microphones for Fleet
38	10209	11/1	\$691.92	Sign Design - (20) Black CA Number Decals & (20) High-Gloss Laminated Decals for Restock
39	10210	11/1	\$376.33	TEC of California - Restock (2) Disc Brakes & (5) Sensors
40	10211	11/1	\$3,883.35	Top Mobile Vision - New Camera System & Monitor for NG13 & NG10
41	10212	11/1	\$1,593.50	Woodruff, Spradlin & Smart - Legal Services for September 2018
42			\$56,600.03	REGULAR CHECKS SUBTOTAL
43				
44				PAYROLL
45	10/23		\$65,571.45	Payroll - Staff Checks Taxes & Direct Deposits
46	10/23		\$600.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
47	10/23		\$3,543.33	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
48	11/2		\$4,671.72	Board of Director's Payroll for the Month of October 2018
49	11/2		\$364.07	Board of Director's Nationwide Deferred Compensation for Oct 2018 (100% Paid By Directors)
50			\$74,750.57	PAYROLL SUBTOTAL
51				
52				ACH TRANSFERS
53	10/18		\$1,520.86	ACH Retirement Payment to CalPERS for PEPRA 09/10/2018-09/23/2018
54	10/18		\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 09/10/2018-09/23/2018
55	10/18		\$10,743.64	ACH Retirement Payment to CalPERS for Classic 8583 09/10/2018-09/23/2018
56	10/18		\$1,520.86	ACH Retirement Payment to CalPERS for PEPRA 09/24/2018-10/07/2018
57	10/18		\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 09/24/2018-10/07/2018
58	10/18		\$10,873.61	ACH Retirement Payment to CalPERS for Classic 8583 09/24/2018-10/07/2018
59	11/1		\$2,903.13	ACH Board Health Insurance Payment to CalPERS for November 2017
60	11/1		\$47,117.18	ACH Employee Health Insurance Payment to CalPERS for November 2017
61	11/1		\$1,752.85	ACH Retirement Payment to CalPERS for PEPRA 10/08/2018-10/21/2018
62	11/1		\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 10/08/2018-10/21/2018
63	11/1		\$10,726.35	ACH Retirement Payment to CalPERS for Classic 8583 10/08/2018-10/21/2018
64			\$90,800.87	ACH TRANSFERS SUBTOTAL
65				
66			\$236,333.23	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
67				
68				BANK TRANSFERS
69	10/25		\$90,000.00	Transfer Funds from Money Market to Checking Account

A motion was made by Director Cobo, seconded by Director Rice, to approve the expenditures in the amount of \$ 236,333.23. 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 reported that the green organic carts had all been delivered and that the total number of complaints was approximately 63, and were mostly pertaining to the size of the container and residents not having enough space to store them, especially in Westminster Village.

GM Robbins reminded the Board that Veteran's Day falls on Sunday, November 11 this year. The District's solid waste drivers and mechanics will be working Monday through Friday and get paid eight hours for Sunday. The District's office will be closed on Monday, November 12, in observance of Veteran's Day, and the sewer department staff will also be off for the day.

GM Robbins updated the Board on the manhole repair on Old Edwards Road and Industry Way. GM Robbins stated that he spoke to staff at the City of Westminster because they did not inform the District that the manhole needed to be repaired in a timely manner.

Report from the Orange County Sanitation District (OCSD) Meeting on Oct.24, 2018

None

Director Diep arrived at the meeting at 5:11 P.M.

Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on October 25, 2018

Director Cobo stated that the topic was homelessness and mental illness and cities working together to find solutions to these problems.

President Nguyen stated that it is a complicated problem and that they also talked about affordable housing for the homeless.

Report from the Russell Paris Park Cleanup Event on October 27, 2018

Director Rice stated that it was the most successful cleanup event yet and that people were still coming with their trash after all the bins were full.

Director Cobo stated that he informed a lot of people of the District's bulky item service.

GM Robbins stated that he spoke to the State and they couldn't believe the large amount of tonnage the District took in with the bulky item service.

Director Krippner stated that he agreed with Director Rice and that all of the containers were filled to the brim and that they could have filled more.

CONSENT CALENDAR

None

OLD BUSINESS

None

NEW BUSINESS

A. Consider Approval to Piggyback on January 2018 Approval for the Purchase of One New 26-Yard Automated Side Loader, Cab-Over Compressed Natural Gas (CNG) Solid Waste Collection Truck for the Midway City Sanitary District Fleet

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 staff recommendation to approve the purchase of one new 26-yard automated side loader CNG solid waste truck from TEC Equipment for a total cost of \$329,752.14. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

INFORMATIONAL ITEMS

A. Web Site Activity for the Month of October 2018 (195,884 Web Hits)

Receive and file.

BOARD CONCERNS/COMMENTS

Director Rice stated that she wished that everyone running for office good luck.

Director Cobo stated that he was glad the year was almost over and that he is grateful to staff.

GM/STAFF CONCERNS/COMMENTS

GM Robbins stated that the Board was provided with shirts for the District's 80th anniversary coming up in 2019 and that he also ordered t-shirts to give away for the event.

GM Robbins stated that the District's annual calendar for 2019 would be ready to be sent out around Thanksgiving.

GM Robbins wished good luck to the four Board members running for office.

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, November 20, 2018 at 5:00 P.M. at the District office at approximately 5:22 P.M.


Margie L. Rice, Secretary