

**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**

July 2, 2019

CALL TO ORDER

President C. 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, July 2, 2019 at 5:00 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner
Margie L. Rice
Andrew Nguyen
Sergio Contreras (absent)
Chi Charlie Nguyen

OTHERS AT MEETING:

Kenneth Robbins, General Manager
Robert Housley, Finance/HR Director
James Eggart, General Counsel
Danielle Gerardo, Board Secretary
Marice DePasquale, Mesa Water District
Stacy Taylor, Mesa Water District
Anita Rice, Resident

PLEDGE AND INVOCATION

Director A. Krippner led the Pledge of Allegiance. Director M. Rice gave the Invocation.

PUBLIC COMMENTS

Marice DePasquale, Director from Mesa Water District presented a proclamation to the District for its 80th anniversary on behalf of James Fisler, who attended the District's Open House.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 18, 2019

A motion was made by Director A. Nguyen, seconded by Director M. Rice, to approve the minutes of the regular meeting of June 18, 2019. The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF JUNE 20, 2019

A motion was made by Director M. Rice, seconded by Director A. Nguyen, to approve the minutes of the special meeting of June 20, 2019. The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 384,397.87

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	10665	6/13	\$ 4,871.65	SoCal Gas - CNG Fuel for June 2019
3	10666	6/13	\$ 100.26	Verizon - Internet Connection for June 2019
4	10667	6/18	\$ 1,200.00	Desserts and More - Italian Ice & Gelati for 80th Open House 06/22/2019
5	10668	6/18	\$ 240.00	Eugene Samuel Sanchez - Face Painting Services for 80th Open House 06/22/2019
6	10669	6/18	\$ 6,690.00	Sweet Lou's BBQ Catering - Catering for (500) People for 80th Open House 06/22/2019
7	10670	6/18	\$ 258.57	Cintas - Uniform Services for June 2019
8	10671	6/18	\$ 630.00	Crystal Clear Fleet & Auto Detailing - Wash & Detail Fleet Trucks for 6/13 & 6/17
9	10672	6/18	\$ 60.39	SoCal Gas - District Office, Maintenance Shop, & Wash Rack Usage Fees for June 2019
10	10673	6/18	\$ 254.48	Pitney Bowes - Lease Payment for Postage Machine July 2019 through October 2019
11	10674	6/18	\$ 750.00	So. Cal. Arborists - Tree Trimming Services on 06/13/2019
12	10675	6/19	\$ 969.35	Robbins, Kenneth - Recognition for Extraordinary Additional Work Effort w Organics Program
13	10676	6/24	\$ 195.82	AT&T - Brookhurst Lift Station Service for June 2019
14	10677	6/24	\$ 595.02	Cintas - Uniform Services for May & June 2019
15	10678	6/24	\$ 120.00	Crystal Clear Fleet & Auto Detailing - Wash & Detail Fleet Trucks for 6/21
16	10679	6/24	\$ 200.00	Westminster Herald - Public Hearing & Special Usage Notices on 05/30
17	10680	7/1	\$ 3,524.47	SDRMA Delta Dental - Dental Insurance Premium for July 2019

18	10681	7/1	\$ 75,826.49	SDRMA Worker's Compensation - Annual Contribution for Fiscal Year 2019-2020 Coverage	
19	10696	6/25	\$ 315.00	Crystal Clear Fleet & Auto Detailing - Wash & Detail Fleet Trucks for 6/24	
20	10697	6/25	\$ 1,131.52	Frontier Communications - District Office Phones & Lift Stations for June 2019;	
21				\$620.29 District Office, \$170.41 Willow Lift, \$170.41 Westminster Lift, \$170.41 Hammon Lift.	
22	10698	6/25	\$ 161.50	LegalShield - Member Paid Services for June 2019	
23	10699	7/1	\$ 1,196.64	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for July 2019	
24	10700	7/1	\$ 476.35	Vision Service Plan - Monthly Premium for July 2019	
25			\$ 99,767.51	HANDCUT CHECKS SUBTOTAL	
26					
27				REGULAR CHECKS:	
28	10682	7/1	\$ 77.50	Advanced Gas Products - Cylinder Rental for May 2019	
29	10683	7/1	\$ 173.20	Advanced Workplace Strategies - Random DOT Drug Tests & Collection Charges	
30	10684	7/1	\$ 65.00	Asbury Environmental Services - (300) Gallons of Used/Mixed Oil Pick-Up	
31	10685	7/1	\$ 4,891.10	Bodyworks Equipment -Restock(12) Tubes,(2) Hose Tray Kits,(20) Rocker Switches,(20) Springs,	
32				(1) Husco Control Box, (2) Interface Boxes, (1) Pivot Hose Kit, (1) Sourcing Prox Switch,	
33	10686	7/1	\$ 1,495.39	Daniels Tire Service - Restock (7) Recaps	
34	10687	7/1	\$ 1,756.25	DTNtech - (300) Hats for 2019 Holiday Party & Juan Salce Retirement	
35	10688	7/1	\$ 13,749.00	DTNtech - (19,200) 11"x14" Mailers for July 2019 with Postage	
36	10689	7/1	\$ 41.37	Hilco Fastener Warehouse - Restock (20) Locknuts	
37	10690	7/1	\$ 413.92	Los Alamitos Napa Auto Parts -Restock(24) 14oz. Brakeleen,(98)Nylon Tubings,	
38				(2)Liquid Metal Polish,(1)Impact Socket,(1)Tire lube Paste,(2)8oz. Universal Cement,(1)Air Hose	
39	10691	7/1	\$ 1,301.00	SFG Retirement Plan Consulting - Advisory Fees for 457(b) and OBRA Plans	
40				for December 2018 & First Quarter 2019.	
41	10692	7/1	\$ 163.13	Sign Design - (10) 8.75" White Vinyl Decals for Fleet	
42	10693	7/1	\$ 1,470.35	TEC of California - Restock (1) Temperature Sensor, (6) Brake Pads, (2) Filter Elements	
43	10694	7/1	\$ 1,770.00	Viet-Nam California Radio - (2) 25-Minute Talk Shows from 06/20 through 06/22	
44	10695	7/1	\$ 3,659.00	Woodruff, Spradlin & Smart - Legal Services for May 2019	
45	10701	7/1	\$ 130.00	Petty Cash - Ken Robbins -	
46				(KR) Smart & Final (4) Urinal Screens	\$ 8.58
47				(KR) Donuts for Spring Festival	\$ 10.99
48				(RM) (1) Fuse for NG1	\$ 4.35
49				(RM) (2) Battery Connections for NG2	\$ 25.12
50				(KR) 2-lbs Chocolate for James Eggart	\$ 41.00
51				(KR) CNG Dispenser Affidavit	\$ 15.00
52				(LL) Decorations for Employee Community Board	\$ 14.46
53				(LL) Parking for Employment Seminar on 2019 HR Laws	\$ 10.50
54	10702	7/1	\$ 78.97	Advanced Gas Products - Restock (8.5) Gallons Liquefied Propane, (2) Boxes of Gloves	
55	10703	7/1	\$ 90,621.28	CR Transfer Incorporated - Tonnage from 06/01/2019 through 06/14/2019	
56	10704	7/1	\$ 816.00	CRC Cloud - Maintenance & Support for July 2019	
57	10705	7/1	\$ 112.22	Hilco Fastener Warehouse - Restock (20) Nuts & Bolts, (20) Locknuts, (40) Washers	
58	10706	7/1	\$ 167.25	Plumber's Depot - (1) Hose for M64	
59			\$ 122,951.93	REGULAR CHECKS SUBTOTAL	
60					

60			
61			PAYROLL
62	6/18	\$ 65,894.59	Payroll - Staff Checks Taxes & Direct Deposits
63	6/19	\$ 835.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
64	6/19	\$ 3,765.51	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
65	6/28	\$ 7,109.55	Board of Director's Payroll for the Month of June 2019
66	6/28	\$ 557.96	Board of Director's Nationwide Deferred Compensation for June 2019 (100% Paid By Directors)
67		\$ 78,162.61	PAYROLL SUBTOTAL
68			
69			ACH TRANSFERS
70	6/13	\$ 10,750.59	ACH Retirement Payment to CalPERS for Classic 8583 05/20/2019-06/02/2019
71	6/13	\$ 2,018.36	ACH Retirement Payment to CalPERS for PEPRA 05/20/2019-06/02/2019
72	6/13	\$ 1,214.85	ACH Retirement Payment to CalPERS for Classic 8584 05/20/2019-06/02/2019
73	6/18	\$ 1,597.01	Online Payment of Wex (Chevron) Fuel Credit Card for May 2019
74	6/24	\$ 10,749.98	ACH Retirement Payment to CalPERS for Classic 8583 06/03/2019-06/16/2019
75	6/24	\$ 2,024.33	ACH Retirement Payment to CalPERS for PEPRA 06/03/2019-06/16/2019
76	6/24	\$ 1,214.85	ACH Retirement Payment to CalPERS for Classic 8584 06/03/2019-06/16/2019
77	7/1	\$ 4,561.19	ACH Board Health Insurance Payment to CalPERS for July 2019
78	7/1	\$ 49,384.66	ACH Employee Health Insurance Payment to CalPERS for July 2019
79		\$ 83,515.82	ACH TRANSFERS SUBTOTAL
80			
81		\$ 384,397.87	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
82			
83			BANK TRANSFERS
84			No Bank Transfers This Period

A motion was made by Director A. Krippner, seconded by Director A. Nguyen, to approve the expenditures in the amount of \$ 384,397.87. The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice
 NAYS:
 ABSTAIN:
 ABSENT: S. Contreras

REPORTS

Report of President

None

Report of General Manager

GM K. Robbins reported that Lead Mechanic, Juan Salce, would be retiring as of August 30, 2019 and that there would be a luncheon in his honor at the District on Wednesday, August 28, 2019 at 12 noon.

GM Robbins stated that he would like to schedule a Calendar Committee Meeting on Tuesday, July 9, 2019 at 10 A.M.

Directors C. Nguyen and M. Rice confirmed that the date and time were okay with them.

GM Robbins reported that the District's solid waste drivers and mechanics would be working on Saturday, July 6, 2019 due to the 4th of July holiday on Thursday.

Report from the Orange County Sanitation District (OCSD) Meeting on June 26, 2019

Director A. Nguyen reported that James Ferryman was given an award for his 30 years of service and dedication to OCSD. He stated that there were a lot of OCSD employees there due to negotiations as well as legislators who have been lobbying for grants in Washington D.C.

Report from the District's 80th Anniversary Event on June 22, 2019

Director M. Rice stated that she thought the open house was outstanding but was disappointed that Assemblyman and former Director Tyler Diep did not attend.

Director A. Nguyen stated that he also thought it was great but felt that the District should do more advertising next time.

President C. Nguyen asked if the District mailed fliers to mobile homes within the District.

GM K. Robbins stated that flyers were sent to all MCSD customers, including those in the two mobile home parks.

Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on June 27, 2019

Director A. Krippner stated that it was a good meeting and likes that Saundra Jacobs is heading the meetings.

Director M. Rice stated that she was not overly impressed with the speaker.

Director A. Nguyen agreed and said he found the meeting boring.

President C. Nguyen stated that Director M. Rice gave a good speech regarding her run for the Alternate Special District Member Seat on OC LAFCO.

Report from the MCSD Clean Up Event on June 29, 2019

Director M. Rice stated that it was a really good event and she enjoyed talking to all the people who came to drop off their stuff.

Director A. Nguyen stated that it was much easier to control the traffic when it is held at the District versus a park within the City.

President C. Nguyen stated that he liked having it at the District yard too but that not everyone has a truck to transport their items.

CONSENT CALENDAR

None

OLD BUSINESS

A. Discuss and Consider Special District Risk Management Authority (SDRMA) 2019 Board of Directors Election

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director M. Rice, seconded by President C. Nguyen, to vote for Bob Swan, Sandy Seifert-Raffelson and Patrick O'Rourke as Directors for the SDRMA Board. The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

NEW BUSINESS

A. 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 (OC LAFCO)

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director M. Rice, seconded by Director A. Nguyen, to vote for James Fisler for the Regular Special District Member Seat on the Orange County Local Agency Formation Commission (OC LAFCO). The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

A second motion was made by President C. Nguyen, seconded by Director A. Nguyen, to vote for Director Margie Rice for the Alternate Special District Member Seat on the Orange County Local Agency Formation Commission (OC LAFCO). The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice
NAYS:
ABSTAIN:
ABSENT: S. Contreras

B. Consider Sponsorship of the City of Westminster's 2019 Summer Movie and Concert Nights

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by President C. Nguyen, seconded by Director A. Nguyen, to sponsor the City of Westminster's 2019 Summer Movie and Concert Nights in the amount of \$1,500. The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice
NAYS:
ABSTAIN:
ABSENT: S. Contreras

C. Consider Approval to Hire One (1) New Relief Driver/Utility Worker

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by President C. Nguyen, seconded by Director A. Nguyen, to approve hiring one new relief driver/utility worker. The motion was approved by the following 4-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice
NAYS:
ABSTAIN:
ABSENT: S. Contreras

D. RESOLUTION NO. 2019-12

(Roll Call Vote)

A RESOLUTION NO. 2019-12 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT MAKING CHANGES TO THE DISTRICT WIDE PAY SCHEDULE AS IT CONCERNS EXECUTIVE/BOARD SECRETARY

A motion was made by President C. Nguyen, seconded by Director A. Nguyen, to adopt Resolution No. 2019-12, making changes to the District wide pay schedule as it concerns Executive/Board Secretary. The motion was approved by the following 4-0 roll call vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice
NAYS:
ABSTAIN:
ABSENT: S. Contreras

INFORMATIONAL ITEMS

A. Westminster Community Services and Recreation Department Annual Safety Day on Thursday July 18, 2019 at Sigler Park, 7200 Plaza Street from 11:30 A.M. to 1:30 P.M.

Receive and file.

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

BOARD CONCERNS/COMMENTS

Director A. Nguyen thanked GM K. Robbins for all of his work on the District's 80th Anniversary Open House.

Director M. Rice stated that she wanted to point out the article in the CSDA magazine featuring the District and that she feels that the Board should prepare to nominate GM K. Robbins for Manager of the Year.

President C. Nguyen agreed with Director A. Nguyen and stated that he appreciated all the work done by staff.

GM/STAFF CONCERNS/COMMENTS

GM K. Robbins thanked the Board for adopting Resolution No. 2019-12, allowing the Executive/Board Secretary to work part time. He wished everyone a safe and happy 4th of July holiday.

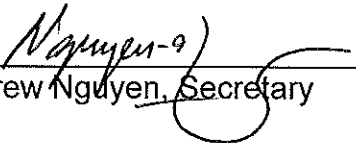
Finance/HR Director R. Housley stated that he would be out of the office until July 15, 2019 and he also thanked GM K. Robbins for organizing the District's 80th anniversary.

GENERAL COUNSEL CONCERNS/COMMENTS

General Counsel James Eggart thanked the Board for including him in the Districts 80th anniversary.

ADJOURNMENT

President C. Nguyen adjourned the meeting to Tuesday, July 16, 2019 at 5:00 P.M. at the District office at approximately 5:47 P.M.



Andrew Nguyen, Secretary