

**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, 2012**

**CALL TO ORDER**

President Rice 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, 2012 at 4:00 P.M.

**BOARD MEMBERS PRESENT:**

Al P. Krippner  
Joy L. Neugebauer  
Frank Cobo  
Margie L. Rice  
Tyler Diep

**OTHERS AT MEETING:**

Ken Robbins, General Manager  
Robert Housley, Finance/HR Director  
Tom Nixon, District Counsel  
Danielle Gerardo, Board Secretary

**PLEDGE AND INVOCATION**

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

**APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 16, 2012**

A motion was made by Director Neugebauer, seconded by Director Cobo to approve the minutes of the meeting of October 16, 2012. The motion was approved by a 5-0 vote.

**PUBLIC COMMENTS**

None

## APPROVAL OF EXPENDITURES

### A. Demands in the amount of \$215,856.02

#	CK #	Date	AMOUNT	VENDOR
1				
2	5669	11/1	139.90	<b>Neugebauer, Joy</b> - Health Insurance Reimbursement for November 2012
3	5670	11/1	50.00	<b>Benny's Oil Filter</b> - (1) Oil Filter Drum for Restock
4	5671	11/1	4,929.57	<b>Bodyworks</b> -(1)In/Out Cylinder for T62;(8)Switches&(10)Springs for Restock;(2)Plungers,(4)Cushion
5				Kits, (4) Coils for Restock.
6	5672	11/1	24,331.13	<b>CalPERS Retirement</b> - Retirement Contributions for October 2012
7	5673	11/1	43,895.58	<b>City of Westminster</b> - Gasoline & Diesel Purchases from July through September 2012
8	5674	11/1	175.00	<b>CNA Surety</b> - Bond Policy Payment for 12/11/2012 through 12/11/2013
9	5675	11/1	612.50	<b>Country City Towing</b> - Tows for T59 & T56
10	5676	11/1	452.89	<b>Dartco Transmission</b> - Restock (8) Transmission Filter Kits
11	5677	11/1	453.24	<b>G &amp; K Services</b> - Uniform Services for October 2012
12	5678	11/1	22.70	<b>Hose Man, Inc.</b> - (4) Fittings for T53 & (4) Fittings for Restock
13	5679	11/1	615.03	<b>Los Alamitos Napa Auto Parts</b> -(10)Wiper Blades for Restock;(2)Front Brake Shoes&(2)Drum Kits for T55
14	5680	11/1	237.67	<b>Los Angeles Freightliner</b> - (2) Tensioners for T60 & T62
15	5681	11/1	700.00	<b>Maxx Air</b> - Filter Cleanings for T53 & T65
16	5682	11/1	1,270.48	<b>Orange County Treasurer - Tax Collector</b> - 2012-13 Secured Property Tax
17	5683	11/1	677.39	<b>PSI</b> - Repairs to Steam-washer in the Wash Rack
18	5684	11/1	2,517.14	<b>Rosemead Oil</b> - Restock (220) AW Hydraulic Oil for Shop
19	5685	11/1	209.64	<b>Rush Truck Center</b> - Parts to Repair (Right) Driver Door on T65
20	5686	11/1	8,154.00	<b>State Water Resources Control Board</b> - Annual Permit Fee for 07/01/12 through 06/30/13
21	5687	11/1	399.04	<b>TEC of California</b> -(1)Exhaust&(1)Flex Pipe for T53;Restock Expansion Tank,Filter Cap,Sensors for Shop
22	5688	11/1	399.50	<b>Tech Air Mobile Services</b> - A/C Repair for T59
23	5689	11/1	118.01	<b>TrucPar</b> - New Starter Cable, Studs and Grounds for Repair on M63
24	5690	11/1	224.00	<b>Westminster Chamber of Commerce</b> - Annual Dues for 12/01/2012 through 12/01/2013
25	5691	11/1	3,534.00	<b>Woodruff, Spradlin &amp; Smart</b> - Legal Services Rendered through September 2012
26				
27			<b>94,118.41</b>	<b>SUBTOTAL</b>
28				
29				<b>ADD HANDCUT CHECKS:</b>
30				
31	5656	10/17	63.48	<b>The Gas Company</b> - District Offices & Maintenance Yard Fees for September 2012
32	5657	10/17	465.76	<b>Verizon Business</b> - Internet Connection for SCADA System for September 2012
33	5658	10/26	100.01	<b>AT&amp;T</b> - Brookhurst Lift Station Service for October 2012
34	5659	10/26	30.56	<b>City of Westminster</b> - Hammon & Westminster Lift Stations Water Usage for September 2012
35	5660	10/26	543.73	<b>Office Max</b> - Restock District Office Supplies for October 2012
36	5661	10/26	19.25	<b>Pitney Bowes</b> - Property Tax Payment for Postage Machine

37	5662	10/26	2,870.41	<b>Southern California Edison</b> - Archives & Parking Garage \$41.12, District Office \$792.44,
38				Maintenance Shop \$285.14, Brookhurst Lift Station \$169.17, Westminster Lift Station \$516.29,
39				Willow Lift Station \$517.32, Hammon Lift Station \$548.93 .
40	5663	10/26	187.10	<b>First Bankcard (NC)</b> - Restock Office and Kitchen Supplies
41	5664	11/1	46,751.18	<b>CalPERS Health Premium</b> - Healthcare Premium for November 2012
42	5665	11/1	3,245.19	<b>MetLife</b> - Monthly Dental Premium for November 2012
43	5666	11/1	729.45	<b>The Standard Life Insurance</b> - Premium Coverage for November 2012
44	5667	11/1	6,509.43	<b>US Bank - \$5,027.99 (KR)</b> CSDA San Diego Westin Hotel 09/24-09/27/2012 (MR, JN, FC, AK, KR);
45				CSDA Training Webinars(JS,DGe);Westm Chamber Centennial Celebration11/02(FC,TD,AK,JN,MR);
46				esri ArcGIS Single Use License for KR Computer; Wiacom Monthly Service Charge for 11/2012.
47				<b>\$152.36 (DGe)</b> Board Meeting Refreshments for 10/02, 10/09, 10/16. <b>\$67.58 (DGr)</b> Restock Sewer
48				Maintenance Operating Supplies. <b>\$563.01 (NC)</b> Restock Front Office Kitchen Supplies; (2) Battery
49				Disconnect Switches for M 63 & M 64, (2) for Restock; Replacement (Right) Front Tire for T10 Bulky.
50				<b>\$698.49(RH)</b> CSDA SanDiegoWestinHotel09/24-09/27/2012(RH);CSDA SanDiegoFood&Beverages(RH);
51				Remington Monthly Service Charge.
52	5668	11/1	840.20	<b>Verizon CA</b> - District Office Phones & Lift Stations for October 2012; \$418.71 District Office,
53				\$132.82 Willow Lift, \$143.34 Westminster Lift, \$145.33 Hammon Lift.
54				
55			<b>156,474.16</b>	<b>SUBTOTAL PLUS HANDCUTS</b>
56				
57				<b>Payroll</b>
58		10/15	1,361.46	Payroll-Nationwide Deferred Compensation(100%Paid By Employees-Was not on 10/16 Expenditures)
59		10/30	51,926.37	Payroll - Staff Check # 15381 - 15384 Taxes & Direct Deposits
60		10/30	1,356.09	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
61		10/26	4,380.62	Board of Director's Payroll for the Month of October 2012 Chk # 15378 - 15380
62		10/26	357.32	Board of Director's Nationwide Deferred Compensation for October 2012 (100% Paid By Directors)
63				
64			<b>215,856.02</b>	<b>TOTAL EXPENDITURES W/PAYROLL</b>

A motion was made by Director Diep, seconded by Director Neugebauer to approve the expenditures in the amount of \$215,856.02. The motion was approved by a 5-0 vote.

## REPORTS

### Report of President

President Rice reported that she received a thank you note with pictures from the Castro family for the flowers sent by the District for baby Joseph's birth.

## **Report of General Manager**

GM Robbins reported that Rainbow Environmental and CR&R would like to conduct a study session sometime in December in order to present their commercial recycling program to the Board.

GM Robbins stated that there is also a need for a study session in order to put together an official policy manual for the District sometime in December as well.

## **Report from Orange County Sanitation District Meeting (OCSD)**

Director Neugebauer reported that there was a strategic planning meeting on October 17, 2012, where there was a comprehensive and detailed third year review of the five year plan.

Director Neugebauer reported that there was a general meeting on October 24, 2012 where there was an update regarding the repairs to the 4 ½ mile ocean outfall pipeline. A one-mile standby pipeline was used during the repair process. The 4 ½ mile pipeline has been completed two weeks ahead of schedule and is back in operation. OCSD is devoting a large amount of effort to leadership development succession with the START program (Supervisor Transition and Readiness Training). For the second or third year, they hosted a consultant outreach event to which they invite all the vendors who might be interested in bidding on various projects during the year. There were 78 attendees from 63 different firms.

## **Report from OCSD Treatment Plant #2 Completion Event**

Director Krippner reported that the event was well run and well attended despite the delay.

Director Cobo agreed with Director Krippner and reported that he did not get sick from drinking the water from the treatment plant.

Director Diep reported that OCSD went beyond their requirements despite the cost in order to protect the environment.

Director Neugebauer reported that it was a majority decision that mandated the second treatment plant and that the issue was environmentally sensitive.

## **Report from Westminster Chamber of Commerce Centennial Celebration**

Director Cobo stated that the turnout was good at the Chamber's Centennial Celebration and that he was impressed with the comedian and the slide show.

Director Krippner enjoyed the event and liked the speaker (Shawna Miller) but felt that the slide show was distracting since it was not coordinated with her speech.

President Rice commented that everyone left early and she was left alone.

Director Neugebauer stated that it covered 100 years and went decade by decade to show the projects done over the years.

## **CONSENT CALENDAR**

None

## **OLD BUSINESS**

None

## **NEW BUSINESS**

A. Bid Opening for 2013 Midway City Sanitary District Facility Improvement Project (14451 Cedarwood Avenue, Westminster, California 92683)

GM Robbins opened the seven sealed bids one at a time and read the bid amounts to the Board.

Director Neugebauer asked that the source of the funding needed for this project be brought back to the Board at the next meeting.

A motion was made by Director Neugebauer, seconded by Director Cobo to instruct staff to evaluate the bids and bring back a recommendation for the lowest responsible bidder. The motion was approved by a 5-0 vote.

B. Local Government Compensation Report for Calendar Year 2011

A motion was made by Director Diep, seconded by Director Cobo to receive and file. The motion was approved by a 5-0 vote.

C. Consider Scheduling a Special Meeting of the Board of Directors to Review and Discuss the Public Employees' Pension Reform Act of 2013 (Assembly Bill 340)

A motion was made by Director Neugebauer, seconded by President Rice to schedule a meeting at the District office on Tuesday, November 13, 2012 at 4 P.M. The motion was approved by a 5-0 vote.

D. Consider Agreement between Midway City Sanitary District and Shields Consulting Group Inc. for Mandated Cost Claiming Services

A motion was made by Director Diep, seconded by Director Cobo to use Shields Consulting Group Inc. for mandated cost claiming services. The motion was approved by a 5-0 vote.

E. Consider MetLife Dental Insurance Renewal Rates for 2013

A motion was made by Director Diep, seconded by Director Neugebauer to renew the MetLife dental insurance for one year. The motion was approved by a 5-0 vote.

F. Consider Approval of the Request of Solid Waste Employee Robert Mayfield to Receive 40 Hours of Vacation Pay in Lieu of Time Off

A motion was made by Director Neugebauer, seconded by Director Cobo to grant vacation pay to solid waste employee Robert Mayfield, as requested. The motion was approved by a 3-1-1 vote with President Rice voting no and Director Krippner abstaining.

G. 1<sup>st</sup> Quarter Financial Reports (7/01/12 through 9/30/12) – Fiscal Year 2012/2013

Finance/HR Director Housley gave an overview of the 1<sup>st</sup> quarter financial reports for fiscal year 2012/2013.

Director Diep left the meeting at 4:58 P.M.

A motion was made by Director Neugebauer, seconded by Director Cobo to receive the 1<sup>st</sup> quarter financials. The motion was approved by a 4-0 vote, with Director Diep absent.

Director Diep returned to the meeting at 4:59 P.M.

## **BOARD CONCERNS/COMMENTS**

Director Neugebauer stated that she received the District's holiday party invitation and felt that it needed to be more personal by adding the Chairman of the Board's name. She would like it to see a more festive card format for next year. Director Neugebauer also stated that she wanted to make sure that former employee Albert Cibrian was invited.

Director Neugebauer requested that there be a report from the Oversight Committee at the next meeting.

Director Neugebauer requested that in the future, the Board be notified in writing who is in charge at the District office when the General Manager is not present.

**GM/STAFF CONCERNS/COMMENTS**

None

**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.

**INFORMATIONAL ITEMS**

A. California Public Employees Retirement System (CalPERS) Seeks New Health Plan Partners

**ADJOURNMENT**

President Rice adjourned the meeting to Tuesday, November 13, 2012 at 4 P.M. at approximately 5:08 P.M.

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Joy Neugebauer, Secretary

HAPPY BIRTHDAY DIRECTOR NEUGEBAUER!