

**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 1, 2014

CALL TO ORDER

President Cobo 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 1, 2014 at 5:31 P.M.

BOARD MEMBERS PRESENT:

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

OTHERS AT MEETING:

Ken Robbins, General Manager
Robert Housley, Finance/HR Director
Tom Nixon, General Counsel
Danielle Gerardo, Board Secretary
Andrew Taylor, Security Guard

PLEDGE AND INVOCATION

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

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE MEETING OF JUNE 17, 2014

A motion was made by Director Rice, seconded by Director Neugebauer to approve the minutes of the meeting of June 17, 2014. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer, Rice

NAYS:

ABSTAIN:

ABSENT:

APPROVAL OF THE MINUTES OF THE ADJOURNED MEETING OF JUNE 24, 2014

A motion was made by Director Diep, seconded by Director Neugebauer to approve the minutes of the meeting of June 24, 2014, with a change. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer, Rice

NAYS:

ABSTAIN:

ABSENT:

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 1,123,312.59

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	6936	6/25	139.16	AT&T - Brookhurst Lift Station Service for June 2014
3	6937	6/25	11,749.83	CalPERS Retirement - Retirement Contributions for June 2014
4	6938	6/25	40.00	City of Westminster - Hydrant Meter Water Usage for May 2014
5	6939	6/25	82.70	The Gas Company - District Office & Maintenance Yard Fees for June 2014
6	6940	6/25	200.00	Pitney Bowes - Postage for Postage Machine
7	6941	6/25	471.85	Verizon Business - Internet Connection for SCADA System for May 2014
8			12,683.54	HANDCUT CHECKS SUBTOTAL
9				
10				REGULAR CHECKS:
11	6942	7/1	269.90	Advanced Workplace Strategies - DOT Drug Tests (CR, DS, KR)
12	6943	7/1	2,075.75	American Shield Private Security, Inc. - Services Rendered from 06/01-06/15/2014
13	6944	7/1	6,294.24	Bodyworks Equipment - (1) Packer Paddle, (2) Plungers, (2) Coils for Restock; (1) Packer Paddle for T61
14	6945	7/1	41,311.46	CalPERS Health Premium - Healthcare Premium for July 2014
15	6946	7/1	3,654.33	Daniels Tire Service - (12) New Tires for Restock
16	6947	7/1	26.37	Fastenal Industrial & Construction Supp. - (100) Pushnut Washer Caps for Restock
17	6948	7/1	3,070.60	Flo-Services, Inc. - Emergency Call-Out to Hammon & Westminster Lift Stations 03/10/2014
18	6949	7/1	283.26	G & K Services - Uniform Services for June 2014
19	6950	7/1	1,489.86	Los Alamitos Napa Auto Parts - (12) Brakleen, (10) Adapters, (5) Couplers, (10) Tube Nuts, (10) Tube Sleeves,
20				(10) Line Connectors, (50ft) Hydraulic Hosing, (6) Hose Ends, (10) Tape for Restock.
21	6951	7/1	3,784.06	MetLife - Monthly Dental Premium for July 2014
22	6952	7/1	146.90	Neugebauer, Joy - Health Insurance Reimbursement for July 2014
23	6953	7/1	885.17	Plumber's Depot, Inc. - (4) Strainers, (4) Gaskets for Strainers, (1) Nozzle, (1) Grease/Debris Chopper for Sewer
24	6954	7/1	41.00	Jimenez, Raul - Driver License Renewal for 2014.
25	6955	7/1	2,258.87	Rosemead Oil Products - (185) Super Deluxe Coronation SAE 15W-40 CJ-4 for Restock
26	6956	7/1	113,604.17	SDRMA - Total Contribution for Property/Liability Coverage for FY 2014-15
27	6957	7/1	817.42	The Standard Life Insurance - Premium Coverage for July 2014
28	6958	7/1	2,168.75	TEC of California - (1) Turbo & Parts for T52; (6) Fuel Filters for Restock; (2) A/C Switches for T61
29	6959	7/1	401.50	Tech Air Mobile Services - Parts & Labor to Fix A/C for T62

30	6960	7/1	533.50	Tesco Controls, Inc. - SCADA Networking at Brookhurst Station
31	6961	7/1	854,140.01	The Bank of New York Mellon - Semi-Annual COP Principle & Interest Payment
32	6962	7/1	394.42	Vision Service Plan - Monthly Premium for July 2014
33	6963	7/1	276.00	Wespac Security Services - Burglar & Fire Alarm Services for April through June 2014
34	6964	7/1	160.00	Westminster Herald - Notices of Public Hearing June 5, 12, 2014
35	6965	7/1	11,248.31	Woodruff, Spradlin & Smart - Legal Services for May 2014
36			\$ 1,049,335.85	REGULAR CHECKS SUBTOTAL
37				
38				PAYROLL
39	6/24		53,427.54	Payroll - Staff Check # 15652 - 15653 Taxes & Direct Deposits
40	6/26		1,300.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
41	6/26		425.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
42	6/27		5,689.42	Board of Director's Payroll for the Month of June 2014 Check # 15655 - 15658
43	6/27		451.24	Board of Director's Nationwide Deferred Compensation for June 2014 (100% Paid By Directors)
44			\$ 61,293.20	PAYROLL SUBTOTAL
45				
46			\$ 1,123,312.59	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)
47				

A motion was made by Director Rice, seconded by Director Neugebauer to approve the expenditures in the amount of \$ 1,123,312.59. The motion was approved by the following 5-0 vote:

- AYES: Cobo, Diep, Krippner, Neugebauer, Rice
- NAYS:
- ABSTAIN:
- ABSENT:

REPORTS

Report of President

None

Report of General Manager

GM Robbins reported that Staff will be hiring a solid waste driver to take the place of the one that is leaving the District.

GM Robbins stated that he has been looking into smaller CNG trucks to accommodate the few hard to access areas within the District due to the 2020 alternative fuel mandate for all solid waste trucks and has found that they are only 2 feet smaller than the rest of the new fleet. This is still too large for the District's specific needs, so staff will be looking at other options and will keep the Board informed.

GM Robbins reported that on Monday, June 30, 2014, staff received a phone call from a resident who wanted to thank solid waste lead driver David Hernandez for helping her. The caller stated that she fell into the street on the previous Friday and injured herself while putting her containers out. Several cars just drove past her but he stopped his truck to help her out of the street when he came upon her and she was extremely grateful.

Report from Orange County Sanitation District Meeting (OCSD)

Director Diep reported that at the Wednesday, June 27, 2014 meeting, the Board of OCSD officially approved their annual budget. He was in attendance at the ceremony to honor outgoing Chairman, Troy Edgar and incoming Chairman, Tom Beamish of La Habra, who took over that position. In his first act as Chairman, Tom Beamish appointed Director Diep and Greg Sebourn of Fullerton to the Legislative Public Affairs Committee which will oversee the State and Federal lobbying and community outreach efforts. Director Diep is hoping that there will be more participation from OCSD in the Westminster and Midway City areas.

Report from the Orange County Sanitation District (OCSD) 2014 Honor Walk

Director Krippner reported that four people were honored including Steve Anderson who was previously General Manager at the Midway City Sanitary District.

Director Neugebauer stated that the event was well done and stated she feels that it is good to be part of an organization that looks back and honors those who did so much to bring the District's sewers and sanitation to the stage it is now in Orange County. OCSD also honored Facilities Manager, Marshall Ferris, who was nominated by his coworkers and inducted, along with Mike Heinz, Jim Silva and Steve Anderson, who served at Midway City Sanitary District and Orange County Sanitation District.

Report from the Westminster Chamber of Commerce Annual Installation and Awards Luncheon

President Cobo reported that the full Board was in attendance. Rainbow Environmental received the Business of the Year award and recognized Midway City Sanitary District.

Director Rice stated that it is good that the District has representation at the Chamber.

Director Neugebauer stated that the event was outstanding and that President Cobo also serves as Membership Chairman and Director of the Westminster Chamber of Commerce. The number of new members has increased which is a very positive sign.

Report from the Midway City Community Cleanup Day

Directors Diep, Krippner, Neugebauer and Rice attended as well as GM Robbins.

Director Rice stated that it was a worthwhile event because the ten large roll-off bins were completely filled which would mean less bulky items for the District to have to pick up. Director Neugebauer stated that it was worthwhile for the outreach efforts for the opportunity to teach the community about recycling.

CONSENT CALENDAR

A. Approve Attendance to the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on Thursday, July 31, 2014

B. Approve Attendance to the California Association of Sanitation Agencies (CASA) 59th Annual Conference in Monterey, CA August 20-22, 2014

A motion was made by Director Rice, seconded by Director Diep to approve the Consent Calendar. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer and Rice

NAYS:

ABSTAIN:

ABSENT:

OLD BUSINESS

None

NEW BUSINESS

A. California Special District Association (CSDA) – 2014 Board of Directors Election

Director Neugebauer stated that she favored the incumbent, Elaine Sullivan, and felt that one representative from Orange County was enough for now, even though Arlene Schafer did a good job and is a personal friend of over 25 years.

Director Rice stated that the person that was on the Board previously was very good, but that the incumbent, Elaine Sullivan, has done a great job and deserves another turn, and she agreed that Orange County has a representative on the Board already.

Director Krippner stated that he would prefer Arlene Schafer because she is from Orange County and is aware of the local area.

A motion was made by Director Neugebauer, seconded by Director Rice to support Elaine Sullivan as representative to the CSDA Board of Directors, Region 6. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer and Rice

NAYS:

ABSTAIN:

ABSENT:

B. Consider Attendance of the Midway City Sanitary District Sewer Crew at the 24th Collections Training Seminar on Wednesday and Thursday, July 23 and 24, 2014

A motion was made by Director Neugebauer, seconded by Director Diep to approve attendance to 24th Collections Training Seminar for the District's sewer crew as recommended by Staff. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer and Rice

NAYS:

ABSTAIN:

ABSENT:

C. Consider Midway City Sanitary District's Participation in the City of Westminster's Annual Safety Day on Thursday, July 24, 2014

Director Neugebauer suggested that the decorated carts for the District's 75th anniversary be there in order to draw people to the District's booth and that more recycling coloring books be purchased to hand out with crayons to children who attend.

GM Robbins stated that he will be able to bring a sewer vacor truck for the event.

President Cobo asked if GM Robbins could also bring the District's banner and Director Rice suggested that the Board wear their blue shirts for the event.

A motion was made by Director Diep, seconded by Director Rice to approve participation in the City of Westminster's Annual Safety Day. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer, Rice

NAYS:

ABSTAIN:

ABSENT:

D. Consider Changing the Date of the Tuesday, August 19, 2014 Regularly Scheduled Board Meeting in Order to Accommodate Board Travel to the 2014 California Association of Sanitation Agencies (CASA) Conference in Monterey, CA August 20-22, 2014

A motion was made by Director Neugebauer, seconded by Director Rice to approve tentatively changing the date of the Tuesday, August 19, 2014 regularly scheduled Board meeting to Monday, August 18, 2014, if necessary and depending on date of departure to the California Association of Sanitation Agencies (CASA) conference in Monterey, CA. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer, Rice
NAYS:
ABSTAIN:
ABSENT:

E. Consider Scheduling a District Luncheon to Review the District's New Compressed Natural Gas (CNG) Solid Waste Truck

GM Robbins stated that the District's new CNG solid waste trucks are scheduled to be delivered around the first week of August, 2014. Some modifications will need to be made prior to going out on routes and he would like the Board to review them with staff prior to their daily use begins.

A motion was made by Director Diep, seconded by Director Neugebauer to approve scheduling a luncheon meeting on Wednesday, August 27, 2014 at 12 P.M. in order to review the District new CNG trucks. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer, Rice
NAYS:
ABSTAIN:
ABSENT:

F. Economic Suggestion Award (Diesel Fuel Billing from the City of Westminster)

GM Robbins stated that Director Rice asked that this item be on the next agenda for the Board's consideration. Finance/HR Director Housley found that the City of Westminster had overcharged the District \$4,690.63 on the most recent fuel bill, which after questioning, was reimbursed.

Director Neugebauer stated that, while she commended Finance/HR Director Housley for finding the mistake on the fuel bill from the City of Westminster, she feels that it falls in part of his day to day responsibilities to the District and that every bill that comes in to the District for payment needs to be reviewed, so she would not be supporting this economic suggestion award.

Director Rice disagreed with Director Neugebauer and stated that she felt that Finance/HR Director Housley should be rewarded just like anyone else who saves the District money.

President Cobo stated that he feels it is important to encourage all employees by rewarding them and that it saves the District money by doing so.

Director Neugebauer stated that she felt this was a standard operating procedure for the Finance/HR position.

Director Krippner stated that he agreed with Director Neugebauer, however feels that it is good to encourage and reward employees, and suggested that the award be rounded out to \$250.

Director Neugebauer stated that she would prefer to reward Finance/HR Director Housley by moving him up a step.

A motion was made by Director Rice, seconded by Director Cobo to approve an economic suggestion award in the amount of \$250 for Finance/HR Director Housley. The motion was approved by the following 3-1-1-0 vote:

AYES: Cobo, Krippner, Rice

NAYS: Neugebauer

ABSTAIN: Diep

ABSENT:

G. Approval to Update the Midway City Sanitary District Website and Operating Software

GM Robbins stated that the District has been using Dreamweaver software for its website since 2004 and that it is outdated and needs to be updated. Theresa Kasprzyk built the District's new website and helped to maintain it for the past three years, and has provided the District with a proposal to update the website and operating software. GM Robbins received a proposal from one other web site design service as well as Computer Research Center (CRC), the District's information technology specialists. CRC suggested using a Joomla platform, which is what Theresa Kasprzyk is proposing.

Director Neugebauer requested that the Board be able to review the new website prior to it going online so that they are aware of any changes.

A motion was made by Director Neugebauer, seconded by Director Diep to approve updating the District's website and operating software as recommended by Staff. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Neugebauer, Rice

NAYS:

ABSTAIN:

ABSENT:

INFORMATIONAL ITEMS

None

BOARD CONCERNS/COMMENTS

Director Neugebauer stated that she wants to preview the new website because she wants to appear to be informed so that when a member of the public asks her questions with regard to the District's website she can give them correct information.

President Cobo thanked Finance/HR Director Housley for his diligent work and for catching the error on the District's fuel bill from the City of Westminster.

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.

ADJOURNMENT

President Cobo adjourned the meeting to Thursday, July 10, 2014 at the District office at 9:30 A.M. at approximately 6:34 P.M.


Al Krippner, Secretary