

**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 19, 2016**

**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, July 19, 2016 at 5:04 P.M.

**BOARD MEMBERS PRESENT:**

Al P. Krippner  
Joy L. Neugebauer (absent)  
Tyler Diep (absent)  
Frank A. Cobo  
Margie L. Rice

**OTHERS AT MEETING:**

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

**PLEDGE AND INVOCATION**

Director Krippner led the Pledge of Allegiance. GM Robbins gave the Invocation.

**PUBLIC COMMENTS**

None

**APPROVAL OF THE MINUTES OF THE ADJOURNED MEETING OF JUNE 28, 2016,  
APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 5, 2016,  
APPROVAL OF THE MINUTES OF THE ADJOURNED MEETING OF JULY 12, 2016**

A motion was made by Director Cobo, seconded by Director Krippner, to approve the minutes of the adjourned meeting of June 28, 2016, the minutes of the regular meeting of July 5, 2016 and the minutes of the adjourned meeting of July 12, 2016. The motion was approved by the following 3-0 vote:

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

## APPROVAL OF EXPENDITURES

### A. Demands in the amount of \$ 513,789.59

#	CK #	Date	AMOUNT	VENDOR	
1				HANDCUT CHECKS:	
2	8494	7/1	43,467.96	CaPERS Health Premium - Healthcare Premium for July 2016	
3	8495	7/1	1,200.00	City of Westminster - 2016 Concerts in the Park Sponsorship	
4	8496	7/1	2,470.02	SDRMA Delta Dental - Dental Insurance Premium for July 2016	
5	8497	7/1	141,551.85	SDRMA Property/Liability - Total Contribution for Fiscal Year 2016-2017	
6	8498	7/1	94,534.58	SDRMA Worker's Compensation - Annual Contribution for Fiscal Year 2016-2017 Coverage	
7	8499	7/1	859.27	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for July 2016	
8	8500	7/1	385.60	Vision Service Plan - Monthly Premium for July 2016	
9	8501	7/1	153.60	Neugebauer, Joy - Health Insurance Reimbursement for July 2016	
10	8502	7/1	104.90	Rice, Margie - Health Insurance Reimbursement for July 2016	
11	8503	7/8	346.56	AT&T Mobility - Service for June 2016: {KR} 714-310-2313, {NC} 714-310-8653, {DGr} 714-325-3606,	
12				Sewer 714-310-8654, Emergency 714-310-9004.	
13	8504	7/8	1,166.23	Chevron & Texaco Bus. Card Svcs. - Gasoline Purchases for June 2016	
14	8505	7/8	115.98	DirectTV - Service for July 2016	
15	8506	7/8	4,102.84	US Bank	
16				{DGe} Board Meeting Refreshments 06/01, 06/02, 06/14, 6/21	\$69.65
17					Total \$69.65
18				{DGr} Restock Sewer Supplies for JUN-2016	\$68.57
19					Total \$68.57
20				{RH} Remington Monthly Svc. JUN-2016	\$64.00
21				{RH} CSDA Administrative Salary & Benefits Survey	\$130.00
22				{RH} OC Register Monthly MAY-2016	\$44.29
23					Total \$238.29
24				{NC} Restock Refuse Supplies for JUN-2016	\$53.73
25				{NC} Airport Parking & Cab 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016	\$108.42
26					Total \$162.15
27				{KR} Transportation 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016	\$137.28
28				{KR} Food 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016	\$43.23
29				{KR} Hotel 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016 {FC, MR}	\$1,352.61
30				{KR} Hotel 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016 {KR, NC}	\$1,352.61
31				{KR} 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016 {KR}	\$138.31
32				{KR} JetBlue Baggage 2016 Waste Expo Las Vegas, NV 06/05-06/09/2016	\$14.00
33				{KR} ISDOC Quarterly Luncheon 06/30/2016 {MR, JN, TD, AK, FC}	\$85.00
34				{KR} ISDOC Quarterly Luncheon 06/30/2016 {KR, RH}	\$34.00
35				{KR} Warcom Monthly Svcs. JUN-2016	\$407.14
36					Total \$3,564.18

37	8507	7/13	71,015.00	CalPERS Retirement - Annual Lump Sum Prepayment of accrued liability for Fiscal Year 2016-2017
38	8508	7/13	13.85	City of Westminster - Water Usage for Hammon Lift Station 05/04-06/28/2016
39	8509	7/13	3,617.27	The Gas Company - CNG Fuel for June 2016
40	8510	7/13	450.84	Verizon Business - Internet Connection for SCADA System for July 2016
41			<b>365,556.35</b>	<b>HANDCUT CHECKS SUBTOTAL</b>
42				
43				<b>REGULAR CHECKS:</b>
44	8511	7/13	60.00	Advanced Gas Products - Cylinder Rental for June 2016
45	8512	7/13	268.11	Bodyworks - (4) Tubes for T65
46	8513	7/13	698.00	CRC Cloud - Maintenance & Support for July 2016
47	8514	7/13	19,076.58	County of Orange Treasurer-Tax Collector - LAFCO Costs for Fiscal Year 2016-2017
48	8515	7/13	461.42	CR Transfer - Tonnage for June 2016
49	8516	7/13	525.00	Frog Environmental - 1st Quarter 2016-2017 Non-Storm Observation
50	8517	7/13	298.76	G & K Services - Uniform Services for June & July 2016
51	8518	7/13	957.34	Hose Man - Hoses & fittings to Repair Tire Machine in Shop
52	8519	7/13	62,388.40	Orange County Sanitation District - Permit Fees for June 2016 (MCSD 5% = \$3,283.60)
53	8520	7/13	479.21	South Coast AQMD - AQMD Fee for FY 2016-2017 for District Diesel Generators
54	8521	7/13	15.00	Underground Service Alert - (10) New Tickets for June 2016
55	8522	7/13	3,500.00	White Nelson Diehl Evans - Interim Billing for Rainbow Environmental Services Review
56			<b>88,727.82</b>	<b>REGULAR CHECKS SUBTOTAL</b>
57				
58				<b>PAYROLL</b>
59	7/5		57,520.42	Payroll - Staff Checks Taxes & Direct Deposits
60	7/5		1,295.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
61	7/5		690.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
62			<b>59,505.42</b>	<b>PAYROLL SUBTOTAL</b>
63				
64			<b>513,789.59</b>	<b>TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)</b>
65				
66				<b>BANK TRANSFERS</b>
67	7/6		100,000.00	Transfer Funds from LAIF to Checking Account
68	7/14		300,000.00	Transfer Funds from LAIF to Checking Account

A motion was made by Director Krippner, seconded by Director Cobo, to approve the expenditures in the amount of \$513,789.59. The motion was approved by the following 3-0 vote:

AYES: Cobo, Krippner, and Rice

NAYS:

ABSTAIN:

ABSENT: Diep and Neugebauer

## **REPORTS**

### **Report of President**

None

### **Report of General Manager**

GM Robbins reminded the Board that Safety Day would begin at 11:30 A.M. on Wednesday, July 20, 2016 but that they should arrive early to avoid issues with parking.

GM Robbins reported that the District will begin servicing the Mission Del Amo Mobile Home Park on Wednesday, August 3, 2016 and that carts had already been delivered.

GM Robbins reported that he would have the mobile lifts for the mechanics shop on the next agenda for Board approval.

GM Robbins reported that O.C. Pump, who was recently awarded the maintenance agreement for the District's lift stations, just completed the maintenance on all four lift stations. They recommended doing an oil change on all the pumps and said that some of the seals may need to be changed. O.C. Pump suggested that the District purchase the oil and the next time they are out, they will flush out the pumps with the oil as part of their maintenance. GM Robbins stated that the District purchased 25 gallons of oil from Rosemead for that purpose which they will see on the next payables.

GM Robbins stated that he requested that O.C. Pump provide the District with a quote to clean all four of the wet wells of any debris, which would include removing the pumps and plugging the lines in order to clean the wet wells thoroughly.

### **Report from the Orange County Sanitation District (OCSD) Meeting on July 13, 2016**

The report from the July 13, 2016 Orange County Sanitation Meeting was continued to the next regular meeting.

### **Report from the Calendar Committee Meeting on July 13, 2016**

Director Cobo reported that there are going to be a lot of changes to the calendar and that it was a productive meeting.

Director Krippner reported that they were planning to eliminate a lot of the verbage and make it simpler to understand.

## **CONSENT CALENDAR**

### **A. Investment Report for June 2016**

A motion was made by Director Cobo, seconded by Director Krippner, to approve the Consent Calendar. The motion was approved by the following 3-0 vote:

AYES: Cobo, Krippner, and Rice

NAYS:

ABSTAIN:

ABSENT: Diep and Neugebauer

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **A. Consider Setting a Date for a Study Session in August or September 2016 with the District's Franchisee**

A motion was made by Director Cobo, seconded by Director Krippner, to set a special meeting for the Board to meet with with the District's franchisee for Monday, September 12, 2016 at 5 P.M. The motion was approved by the following 3-0 vote:

AYES: Cobo, Krippner, and Rice

NAYS:

ABSTAIN:

ABSENT: Diep and Neugebauer

### **B. Consider Changing the Word "Simultaneously" on the Midway City Sanitary District Board Meeting Agenda under the Consent Calendar to "At the Same Time"**

A motion was made by Director Cobo, seconded by Director Krippner, to change the word "simultaneously" to "at the same time" on the Consent Calendar portion of the Midway City Sanitary District agenda. The motion was approved by the following 3-0 vote:

AYES: Cobo, Krippner, and Rice

NAYS:

ABSTAIN:

ABSENT: Diep and Neugebauer

## INFORMATIONAL ITEMS

A. CalPERS Board Approves Health Premium Rates for 2017

B. Web Site Activity for the Month of June 2016 (89,390 Successful Hits)

Receive and file.

## BOARD CONCERNS/COMMENTS

Director Cobo stated that he would be at Safety Day early and was appreciative to the District for providing the trash boxes and liners for the event.

President Rice stated that she was planning to be at Safety Day.

GM Robbins stated that, if the City is having hard times next year, the District should help out with Safety Day because it is a good community event.

## 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.

None. The Board did not convene into closed session.

## GM/STAFF CONCERNS/COMMENTS

GM Robbins stated that he would place the purchase of the new vector truck on the next agenda and would also be asking the Board to dispense of the formal bidding process and allow staff to continue with the informal bidding process because the sewer crew unanimously voted in favor of the Haaker truck.

President Rice asked General Counsel Eggart if the Board could do that.

General Counsel Eggart stated that for goods over \$125,000, the District's purchasing policy states that it should be by a formal sealed bid process to the low bidder, but that the policy also gives the Board the discretion to waive the bidding requirements.

GM Robbins stated that he is continuing to look, but has not been able to find, an English only policy in the minutes. He found an entry on June 20, 2006 that stated that the writing on the District's solid waste carts must be English only.

Finance/HR Director Housley reported that he and GM Robbins had a conference call with White Nelson Diehl Evans, who are doing the review of Rainbow and CR&R for the District, and reviewed some draft report information. It has been sent back to Rainbow and CR&R in order for them to provide additional information and they have until July 29, 2016 to respond to the report. At that time, staff will schedule for it to be presented to the Board.

### **GENERAL COUNSEL CONCERNS/COMMENTS**

General Counsel Eggart reported that he participated on a panel for a meeting of the Regional Planning Technical Working Group of the San Diego Association of Governments (SANDAG) pertaining to regional planning for composting and other organics recycling facilities in San Diego County in conjunction with compliance with the new organics requirements. He reported that there are very few facilities in San Diego County that will take organic material, and that there is an effort to initiate efforts at the regional level to reduce zoning restrictions in order to allow for more of these facilities within the county and to minimize transportation costs; however, it is likely that, in the near term, it appears that much of the newly recycling organic waste will be trucked to facilities in Orange and Los Angeles Counties until alternative solutions are found.

### **ADJOURNMENT**

President Rice adjourned the meeting to Tuesday, August 2, 2016 at 5 P.M. the District office at approximately 5:38 P.M.

  
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Frank Cobo, Secretary