

**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**

January 17, 2017

CALL TO ORDER

President Diep called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, January 17, 2017 at 5:00 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner
Margie L. Rice
Charlie Nguyen
Frank A. Cobo
Tyler Diep

OTHERS AT MEETING:

Ken 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. Director Rice gave the Invocation.

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JANUARY 3, 2017

A motion was made by Director Krippner, seconded by Director Rice, to approve the minutes of the regular meeting of January 3, 2017. The motion was approved by the following 4-0-1 vote:

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

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 215,585.97

#	CK #	Date	AMOUNT	VENDOR	
1				HANDCUT CHECKS:	
2	8857	1/5	344.64	AT&T Mobility - Service for December 2016; (KR) 714-310-2313, (NC) 714-310-8653, (DGr) 714-325-3606,	
3				Sewer 714-310-8654, Emergency 714-310-9004.	
4	8858	1/5	12,046.23	CalPERS Retirement - Retirement Contributions for December 2016	
5	8859	1/5	817.05	Chevron & Texaco Bus. Card Svcs. - Gasoline Purchases for December 2016	
6	8860	1/5	3,102.83	US Bank	
7				(DGe) Board Meeting Refreshments for 12/06 & 12/20 Meetings	\$35.78
8					DGe Total \$35.78
9				(DGr) Restock Sewer Maint. Supplies DEC-2016	\$54.50
10					DGr Total \$54.50
11				(RH) Remington DEC-2016	\$64.00
12				(RH) OC Register OCT-2016	\$44.29
13				(RH) City of Westminster - Water - Maint. Shop 09/28-11/22/2016	\$14.40
14				(RH) City of Westminster - Water - District Offices 09/28-11/22/2016	\$101.29
15				(RH) City of Westminster - Water - Wash Rack 09/28-11/22/2016	\$46.76
16				(RH) City of Westminster - Water - Westminster Lift 10/19-12/13/2016	\$14.40
17				(RH) {10} Stamps for District	\$5.95
18					RH Total \$291.09
19				(KR) Television for Reception Area	\$602.28
20				(KR) Donuts for Saturday Crew 11/26	\$20.98
21				(KR) 2016 Holiday Party Decorations & Centerpieces	\$86.71
22				(KR) Food & Refreshments for Swearing In Ceremony	\$137.95
23				(KR) Food & Refreshments for Reorganization Meeting	\$55.00
24				(KR) CWEA Certification Renewal	\$88.00
25				(KR) CASA Palm Springs Hotel (MR, JN, AK, TD, FC)	\$875.00
26				(KR) CASA Palm Springs Hotel (KR)	\$175.00
27				(KR) Policy Handbooks	\$82.08
28				(KR) Restock Photo Paper	\$57.22
29				(KR) 3-Year Building ICC Certification Renewal	\$110.00
30				(KR) Meeting with Board President	\$26.14
31				(KR) Wiarcom OCT-2016	\$431.10
32					KR Total \$2,747.46

33	8861	1/12	150.00	Nguyen, Chi Charlie - Per Diem for CASA Palm Springs, CA 01/18-01/20/2017
34	8862	1/12	150.00	Cobo, Frank - Per Diem for CASA Palm Springs, CA 01/18-01/20/2017
35	8863	1/12	115.98	DirectTV - Service for December 2016
36	8864	1/12	5,146.44	The Gas Company - CNG Fuel for December 2016
37			21,873.17	HANDCUT CHECKS SUBTOTAL
38				
39				REGULAR CHECKS:
40	8865	1/12	734.41	Advanced Gas Products - Restock (1) Cylinder Compressed Gas, (7.7) Gallons Liquefied Propane, (6) Nozzles;
41				Cylinder Rental for December 2016
42	8866	1/12	240.00	Asbury Environmental Services - Pick-Up (250) Gallons Used/Mixed Oil
43	8867	1/12		VOID Printing Error
44	8868	1/12		VOID Printing Error
45	8869	1/12		VOID Printing Error
46	8870	1/12	6,452.95	Bodyworks - Restock (2) Body Hoist Cylinder, (2) RR Dump Cylinders, (10) Rocker Switches, (2) Interface
47				Boxes, (2) Tailgate Cylinders, (1) RR Hose Tray Kit.
48	8871	1/12	2,750.00	CASA - Additional Charges for Non-Member Registration for CASA Conference Palm Springs, CA 01/18-01/20/17
49	8872	1/12	698.00	CRC Cloud - Maintenance & Support for January 2017
50	8873	1/12	59,962.49	CR Transfer - Tonnage from 12/16/2016 through 12/31/2016
51	8874	1/12	525.00	Frog Environmental - 2016-2017 Storm Water Payment #3
52	8875	1/12	298.76	G & K Services - Uniform Services for December 2016 & January 2017
53	8876	1/12	670.87	Hose Man - (13) Air Brake Assembly & (5) Single Couplers for Restock
54	8877	1/12	606.02	Hunfington Beach Ford - (1) Pump, (1) Fuel Filter, (1) Tube for T4
55	8878	1/12	2,201.08	Jaycox Construction CNG - CNG Station Service & (3) Valves
56	8879	1/12	330.00	Konecranes - 2016 Quarterly PM Service of Shop Crane
57	8880	1/12	1,726.77	Orange County Sanitation District - First Quarter FOG Inspections 2016-2017
58	8881	1/12	15,291.20	Orange County Sanitation District - Permit Fees for December 2016 (MCSD 5% = \$804.80)
59	8882	1/12	58.84	Plumbers Depot - (4) Plugs for Vector Trucks
60	8883	1/12	662.94	Rosemead Oil Products - (20) Pails of Belalube for CNG Station
61	8884	1/12	1,642.82	TEC of California - (4) Brake Pads
62	8885	1/12	1,237.68	Tell Steel - (20) 24"x24" & (20) 9-3/4"x16" Shearing Plates for Fleet Restock
63	8886	1/12	10.50	Underground Service Alert - (7) New Tickets for December 2016
64			96,100.33	REGULAR CHECKS SUBTOTAL
65				
66				PAYROLL
67	12/30		5,537.05	Board of Director's Payroll for the Month of December 2016 Check # 15893 - 15894
68	12/30		452.48	Board of Director's Nationwide Deferred Compensation for December 2016 (100% Paid By Directors)
69	1/3		89,537.94	Payroll - Staff Checks Taxes & Direct Deposits
70	1/3		715.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
71	1/3		1,370.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
72			97,612.47	PAYROLL SUBTOTAL
73				
74			215,585.97	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)
75				
76				BANK TRANSFERS
77	1/6		1,080,000.00	Transfer Funds from Money Market to Checking Account
78	1/6		1,080,000.00	Transfer Funds from Checking Account to LAIF

A motion was made by Director Cobo, seconded by Director Rice, to approve the expenditures in the amount of \$ 215,585.97. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

REPORTS

Report of President

President Diep reported that on Thursday, February 9, 2017 there would be two AB1234 ethics training classes at the City (Westminster) – one at 10 A.M. and another at 2 P.M. for Directors who need to take the course. He stated that he would provide the clerk with the details if anyone was interested.

President Diep reported that he met with GM Robbins on Wednesday, January 11, 2017 to go over today's (January 17, 2017) agenda.

Report of General Manager

GM Robbins reported that there was a change order on the sewer lining project and it was on the most important segment coming through Westminster High School, which was deemed the worst part of all of the CCTV work that was done in 2014. Out of 248 line segments it was the worst, and turned out to be a ten-inch pipe instead of eight-inch pipe so it was lined as a ten-inch to be prudent and avoid open cutting it and saving the District money.

GM Robbins reported that CR&R would be providing a recycling auditor to go through the carts for the District at the end of January, which will give the District a better understanding of what is going into the carts.

GM Robbins reported that the District needs to do a study to see where the District should be in terms of reserves. He stated that staff feels that the District is underfunded in reserves based on its \$450 million obligation/liability that is the underground sewer mains and that the District is just an 8.0 earthquake away from bankruptcy. The District will get bids to do the study and bring it back to the Board.

GM Robbins stated that he would begin the carpool for departure to the CASA conference on Wednesday, January 18, 2017 at 9:30 A.M.

GM Robbins stated that he still had not heard back from the TET Parade committee so if he didn't hear from them by Friday or Monday, the District would just pay the entry fee and move forward, although he doesn't know where the District would be in the parade lineup.

Director Nguyen stated that he spoke with the Chairman of the TET Parade Committee and that he stated that he had responded to the email from GM Robbins at the District.

GM Robbins stated that the last email he received stated that he needed to discuss the District's placement in the parade with the committee.

Director Nguyen stated that he requested that the email be sent to him so that he could forward it to the District.

GM Robbins stated that the District would take the new bulky truck and build a stage area so that the Directors could stand, and place banners on the side of the truck as a float.

Report from the Orange County Sanitation (OCSD) Meeting on January 11, 2017

Director Krippner stated that he went to Orange County Sanitation District (OCSD) on January 11, 2017 and was told that the meeting was cancelled.

Report from Viet Nam California Radio (VNCR) Public Outreach

Director Rice stated that she thought the interview on January 10, 2017, with President Diep translating was very successful and covered all pertinent things regarding recycling.

President Diep stated that he would send a copy of the audio file of the interview to GM Robbins.

Director Cobo stated that the interview on January 12, 2017 with himself, Director Krippner and GM Robbins went well and that the translator did a good job.

CONSENT CALENDAR

A. Approve and File the Treasurer's Investment Report for December 2016

B. Approve to Auction or Sell Midway City Sanitary District Surplus Equipment, Vehicles and Old Solid Waste Truck Parts

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

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

OLD BUSINESS

None

NEW BUSINESS

A. Consider Adoption of 2017 Midway City Sanitary District Strategic Plan

A motion was made by Director Cobo, seconded by Director Krippner, to approve adoption of the 2017 Midway City Sanitary District Strategic Plan, with the addition of the potential implementation cost of a curbside organic recycling program for the District. The motion was approved by the following 5-0 vote:

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

B. RESOLUTION NO. 2017-02

(Roll Call Vote)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADOPTING AN UPDATED OFFICIAL DISTRICT TRAVEL AND EXPENSE REIMBURSEMENT POLICY

A motion was made by Director Rice, seconded by Director Nguyen, to adopt Resolution No. 2017-02, adopting an updated official District travel and expense reimbursement policy. The motion was approved by the following 5-0 roll call vote:

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

INFORMATIONAL ITEMS

A. Web Site Activity for the Month of December 2016 (136,828 Successful Hits)

B. 2017 Spring Festival – Saturday, April 8, 2017 from 9AM-3PM at Westminster Civic Center

C. Midway City Sanitary District Year-End 2016 Totals (Provided During Board Meeting)

No action taken. Receive and file.

BOARD CONCERNS/COMMENTS

Director Rice welcomed back Director Nguyen.

GM/STAFF CONCERNS/COMMENTS

GM Robbins wished President Diep a happy birthday.

GENERAL COUNSEL CONCERNS/COMMENT

General Counsel Eggart stated that he had a conversation on Thursday, January 12, 2017 with Director Nguyen relating to his potential appointment to the City of Westminster Planning Commission and the question as to whether it was permitted. He exchanged emails with the Westminster City attorney's office and spoke with Director Nguyen, and the Attorney General's conclusion is that the position of City Planning Commission and MCSD Board member are incompatible, with the exception of council members. Based on that, General Counsel Eggart advised Director Nguyen against it.

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

ADJOURNMENT

President Diep adjourned the meeting to Tuesday, February 7, 2017 at 5:00 P.M. at the District office at approximately 5:24 P.M.



Charlie Nguyen, Secretary