

**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**

**April 4, 2017**

**CALL TO ORDER**

President Pro Tem 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, April 4, 2017 at 5:00 P.M.

**BOARD MEMBERS PRESENT:**

Al P. Krippner  
Margie L. Rice  
Charlie Nguyen  
Frank A. Cobo  
Tyler Diep (arrived 5:09 P.M.)

**OTHERS AT MEETING:**

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

**PLEDGE AND INVOCATION**

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

**PUBLIC COMMENTS**

None

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 21, 2017**

A motion was made by Director Cobo, seconded by Director Nguyen, to approve the minutes of the regular meeting of March 21, 2017. The motion was approved by the following 4-0 vote:

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

**APPROVAL OF EXPENDITURES**

**A. Demands in the amount of \$ 233,595.85**

#	CK #	Date	AMOUNT	VENDOR	
1				<b>HANDCUT CHECKS:</b>	
2	9020	3/23	211.70	AT&T - Brookhurst Lift Station Service for March 2017	
3	9021	3/23	42,289.33	CalPERS Health Premium - Healthcare Premium for April 2017	
4	9022	3/23	43.00	Miguel Jimenez - Reimbursement of DMV Renewal for 2017	
5	9023	3/23	515.00	Westminster Chamber of Commerce - Spirit of Westminster Awards 2017 Table	
6	9024	3/23	704.00	Tien Nguyen - Refund of Permit #6340	
7	9025	3/29	1,053.33	Frontier California - District Office Phones & Lift Stations for March 2017; \$573.18 District Office,	
8				\$160.04 Willow Lift, \$160.07 Westminster Lift, \$160.04 Hammon Lift.	
9	9026	3/29	306.39	Pitney Bowes - Lease Payment for Postage Machine April 2017 through June 2017	
10	9027	3/29	2,966.00	SDRMA Delta Dental - Dental Insurance Premium for April 2017	
11	9028	3/29	4,884.15	Southern California Edison - District Office \$3,685.29, Brookhurst Lift Station \$106.98, Westminster Lift	
12				Station \$435.42, Willow Lift Station \$173.98, Hammon Lift Station \$482.48.	
13	9029	3/29	883.01	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for April 2017	
14	9030	3/29	407.99	Staples Business Advantage - Restock District Office Supplies	
15	9031	3/29	7,872.11	US Bank	
16				(DGe) Board Meeting Refreshments for 03/07, 03/14, 03/21	\$25.95
17					<b>DGe Total \$25.95</b>
18				(DGJ) Restock Sewer Maintenance Supplies MAR-2017	\$147.96
19					<b>DGr Total \$147.96</b>
20				(RH) Remington Monthly Svc MAR-2017	\$64.00
21				(RH) OC Register Sub. JAN-2017	\$54.68
22					<b>RH Total \$118.68</b>
23				(NC) Restock District Kitchen Supplies MAR-2017	\$115.22
24				(NC) Restock Fleet Maintenance Supplies MAR-2017	\$160.55
25				(NC) Credit for Overcharge from Sears 02/09/2017	-\$47.48
26					<b>NC Total \$228.29</b>
27				(KR) Meeting with President Diep (KR)	\$32.11
28				(KR) Bereavement Flowers for Margie Rice	\$112.90
29				(KR) Food for SDLA Conference La Jolla, CA 02/26-03/01/2017 (KR)	\$109.42
30				(KR) Food for SDLA Conference La Jolla, CA 02-26-03/01/2017 (KR)	\$21.00
31				(KR) Hotel for SDLA Conference La Jolla, CA 02-26-03/01/2017 (KR)	\$537.75
32				(KR) Hotel for SDLA Conference La Jolla, CA 02-26-03/01/2017 (CN)	\$537.75
33				(KR) Hotel for SDLA Conference La Jolla, CA 02-26-03/01/2017 (FC)	\$537.75
34				(KR) Hotel for SDLA Conference La Jolla, CA 02-26-03/01/2017 (MR)	\$179.25

35			(KR) Credit for Conf. Registration SDLA Conference La Jolla, CA 02-26-03/01/2017 (MR)	-400.00
36			(KR) Sewer Cleaning Maps Printed & Bound for Sewer Dept.	\$100.36
37			(KR) Flight for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (FC)	\$331.40
38			(KR) Flight for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (NC)	\$331.40
39			(KR) Flight for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (KR)	\$331.40
40			(KR) Flight for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (MR)	\$128.20
41			(KR) Meeting with President Dlep (KR)	\$10.18
42			(KR) Registration for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (CN)	\$890.00
43			(KR) Registration for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (MR)	\$890.00
44			(KR) Registration for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (FC)	\$890.00
45			(KR) Registration for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (KR)	\$890.00
46			(KR) Registration for Waste Expo Conf. New Orleans, LA 05/07-05/11/2017 (NC)	\$890.00
47				<b>KR Total \$7,350.87</b>
48	9032	3/29	385.60 Vision Service Plan - Monthly Premium for April 2017	
49			<b>62,521.61 HANDCUT CHECKS SUBTOTAL</b>	
50				
51			<b>REGULAR CHECKS:</b>	
52	9033	4/1	47.31 Chi Charlie Nguyen - Reimbursement for CSDA Conference La Jolla, CA 02/28-03/02/2017	
53	9034	4/1	35.00 Advanced Workplace Strategies - Random DOT Alcohol Test	
54	9035	4/1	2,789.17 Bodyworks Equipment - Restock (2) Grip Cylinders and (2) Dump Cylinders	
55	9036	4/1	698.00 CRC Cloud - Maintenance & Support for April 2017	
56	9037	4/1	75,596.48 CR Transfer - Tonnage from 03/01/2017 through 03/15/2017	
57	9038	4/1	717.42 Darco - (12) Filter Kits for Restock	
58	9039	4/1	122.80 G & K Services - Uniform Services for March 2017	
59	9040	4/1	51.16 Grainger - (1) HVAC Motor for Shop	
60	9041	4/1	7,660.70 Institutorm Technologies - Rehabilitation/Repair of Sewer Mains Project	
61	9042	4/1	288.45 Los Alamitos Napa Auto Parts - (2) Batteries for M63; (24) Brake for Restock	
62	9043	4/1	1,225.00 Odyssey Power Corporation - Generator Service for District Offices, Westminster Lift, Hammon Lift	
63	9044	4/1	2,023.76 Plumbers Depot - (1) Hose Reel for M64	
64	9045	4/1	15.28 Mobile Relay Associates - Repair Antenna for NG1	
65	9046	4/1	16,110.00 Sancon Engineering - Cleaning/Roof Removal Clean-Out MH2491 Bolsa Avenue	
66	9047	4/1	3,075.78 TEC of California - Labor and Parts to Repair Radiator for NG9	
67	9048	4/1	343.95 Top Mobile Vision - Labor and Parts to Repair Back-Up Camera on NG10	
68			<b>110,800.26 REGULAR CHECKS SUBTOTAL</b>	
69				
70			<b>PAYROLL</b>	
71	3/28		58,138.98 Payroll - Staff Checks Taxes & Direct Deposits	
72	3/28		1,420.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)	
73	3/28		715.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)	
74			<b>60,273.98 PAYROLL SUBTOTAL</b>	
75				
76			<b>233,595.85 TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)</b>	
77				
78			<b>BANK TRANSFERS</b>	
79			65,000.00 Transfer Funds from Money Market to Checking Account	

A motion was made by Director Cobo, seconded by Director Nguyen, to approve the expenditures in the amount of \$ 233,595.85. The motion was approved by the following 4-0 vote:

AYES: Cobo, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Diep

## **REPORTS**

### **Report of President**

None

### **Report of General Manager**

GM Robbins reported that Caltrans will be repaving Beach Blvd. from the 22 freeway to Edinger Avenue and that the District has nine sewer manholes that will need to be raised. Caltrans did not include the manholes in their contract so they will have their contractor do separate agreement and billing with the District. GM Robbins stated that it is more cost effective for the District to let Caltrans contractors do it while they are working on the road in the middle of the night.

GM Robbins reported that the District began staggering its CNG station compressors and saved \$2,148 in electricity last month.

GM Robbins stated that he spoke with President Diep about sponsoring a clean-up day at Sigler Park in July and suggested that the District could offer hot dogs and sodas as well as hand out outreach material.

Director Cobo asked if the District was participating in the City of Westminster's 60<sup>th</sup> anniversary and Spring Festival on Saturday, April 8, 2017.

GM Robbins confirmed that the District would be there at 8 A.M.

President Diep arrived at the meeting at 5:09 P.M.

GM Robbins reminded the Board of the Tuesday, April 11, 2017 special meeting for a solar presentation and the Wednesday, April 12, 2017 special meeting to tour CR&R's Perris, CA facility.

**Report from the Orange County Sanitation (OCSD) Meeting on March 22, 2017**

Director Krippner provided materials for the Board to read from previous Orange County Sanitation District meetings.

**Report from the Employee Luncheon on March 22, 2017**

Director Cobo stated that he enjoyed the employee luncheon.

Director Rice stated that President Diep was missed, but understood that he had to work. She stated that, in the future if someone is being honored, they should be told to show up on time because she thought it was rude that the employee being honored came in late.

GM Robbins responded that staff had already talked to him but that he had been delayed at the MRF.

Director Cobo stated that the employee was acknowledged with a resolution and that he is a role model for the rest of the District's employees.

**Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on March 30, 2017**

Director Krippner attended the ISDOC Quarterly meeting on March 30, 2017 and provided a copy of the agenda to each Board member.

**Report from the Westminster Chamber of Commerce Spirit Awards Luncheon on March 30, 2017**

Director Nguyen reported that it was his first time attending and it was nice to meet new people from different parts of the City and to recognize people for their good work.

Director Rice reported that it was better this year due to more participation by the members of the Chamber of Commerce.

Director Cobo stated that it was a nice event and that there was a good turnout.

**Report from the Municipal Water District of Orange County (MWDOC) Water Policy Forum on March 30, 2017**

Director Krippner attended the MWDOC Water Policy Forum and stated that he would provide a write-up about the event at a future meeting.

**CONSENT CALENDAR**

None

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **A. Consider Approval of Quarterly Lift Station Maintenance and Agreement for Fiscal Year 2017/2018**

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Cobo, seconded by Director Krippner, to approve staff's recommendation to approve the contract with PumpMan for quarterly lift station maintenance and agreement for fiscal year 2017-2018. The motion was approved by the following 5-0- vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

### **B. Discussion and Consideration of Location for the 2017 Midway City Sanitary District Holiday Dinner**

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Rice, seconded by Director Cobo, to approve having the General Manager present the three options to the District's employees and give the General Manager the authority to move forward with the most popular choice. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

## **INFORMATIONAL ITEMS**

None

## **BOARD CONCERNS/COMMENTS**

Director Nguyen congratulated Finance/HR Director Housley on his upcoming wedding on May 5, 2017.

Director Cobo gave kudos to Director Krippner for representing the District at ISDOC and MWDOC.

Director Rice asked what the status was of the District employees who still needed to obtain their Class B driver's licenses.

GM Robbins responded that labor Counsel Larsen was planning to be at the next Board meeting to address the Board during closed session on the issue. Counsel is coming back with a counter proposal from the Union. GM Robbins stated that they have all passed their physicals and are moving forward.

Director Rice also congratulated Finance/HR Director Housley and stated that she was glad he found someone.

### **GM/STAFF CONCERNS/COMMENTS**

None

### **GENERAL COUNSEL CONCERNS/COMMENT**

None

### **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

### **ADJOURNMENT**

President Diep adjourned the meeting to Tuesday, April 11, 2017 at 5:00 P.M. at the District office at approximately 5:27 P.M.

  
Charlie Nguyen, Secretary