

**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 11, 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, July 11, 2017 at 5:00 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner
Margie L. Rice
Chi 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 Cobo led the Pledge of Allegiance. Director Rice gave the Invocation.

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 20, 2017

A motion was made by Director Cobo, seconded by Director Rice, to approve the minutes of the regular meeting of June 20, 2017. The motion was approved by the following 5-0 vote:

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

APPROVAL OF THE MINUTES OF THE BUDGET MEETING/PUBLIC HEARING OF JUNE 26, 2017

A motion was made by Director Cobo, seconded by Director Rice, to approve the minutes of the budget meeting/public hearing of June 26, 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 \$ 2,125,486.25

#	CK #	Date	AMOUNT	VENDOR	
1				HANDCUT CHECKS:	
2	9192	6/21	77.53	The Gas Company - District Office, Maintenance Shop, & Wash Rack Usage Fees for June 2017	
3	9193	6/21	109.03	Petty Cash-Ken Robbins -	
4				Donuts for 4/12 Board Meeting	\$9.99
5				Donuts for Franchise Comm. Meeting 5/25	\$9.99
6				Frame for District Employee Commendation (SG)	\$8.59
7				Candy for Reception Area	\$36.94
8				Candy for Reception Area	\$17.98
9				Tire Cleaner (Spring Festival)	\$5.43
10				Cooling Hose for M63 Vector Truck	\$20.11
11	9194	6/21	179.19	Margie L. Rice - Reimb. Per Diem & Airfare for Waste Expo New Orleans, LA 05/07-05/11/2017	
12	9195	6/26	1,111,949.00	CalPERS Fiscal Services Division - Payment Towards Unfunded Actuarial Liability	
13	9196	6/30	73.00	Michael Lefreniere - Reimbursement for Commercial Learners Permit	
14	9197	6/30	121.00	Raul Martinez - Reimbursement for Commercial Learners Permit & DVD CDL Inspections	
15	9198	6/30	338.80	DTNtech - (1,000) Color Door Hangers for Clean-Up Event	
16	9199	7/1	235.64	AT&T - Brookhurst Lift Station Service for June 2017	
17	9200	7/1	1,063.68	Frontier California - District Office Phones & Lift Stations for June 2017; \$577.35 District Office,	
18				\$162.11 Willow Lift, \$162.11 Westminster Lift, \$162.11 Hammon Lift.	
19	9201	7/1	309.15	Pitney Bowes - Lease Payment for Postage Machine July 2017 through October 2017	
20	9202	7/1	3,114.00	SDRMA Delta Dental - Dental Insurance Premium for July 2017	
21	9203	7/1	155,753.20	SDRMA Property/Liability - Total Contribution for Fiscal Year 2017-2018	

22	9204	7/1	100,301.20	SDRMA Worker's Compensation - Annual Contribution for Fiscal Year 2017-2018 Coverage
23	9205	7/1	5,465.14	Southern California Edison -District Office \$3,877.29, Brookhurst Lift Station \$92.93, Westminster Lift Station \$855.42, Willow Lift Station \$164.60, Hammon Lift Station \$474.90.
25	9206	7/1	883.01	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for July 2017
26	9207	7/1	371.81	Staples Business Advantage - Restock District Office Supplies for June 2017
27	9208	7/1	427.50	Theresa Kaszyk - Remaining Balance for District Website Services for 2016-2017 Fiscal Year
28	9209	7/1	152.64	Union Bank (NC) - Restock District Kitchen Supplies for June 2017
29	9210	7/1	385.60	Vision Service Plan - Monthly Premium for July 2017
30			1,381,310.12	HANDCUT CHECKS SUBTOTAL
32				REGULAR CHECKS:
33	9211	7/1	780.00	ABC Parking Lot Maintenance - Layout Striping for CNG Parking/Fueling Stations
34	9212	7/1	57.00	Advanced Workplace Strategies - Pre-Employment DOT Drug Test
35	9213	7/1	225.00	Atlas Radiator - Clean out and Repair Radiator NG2
36	9214	7/1	4,749.57	Bodyworks Equipment - Restock (2) Hose Tray Kit, (3) Pivot Hose Kits, and (33) Various Tubes
37	9215	7/1	896.00	CRC Cloud - Maintenance & Support for July 2017; Time Clock Upgrade
38	9216	7/1	80,459.17	CR Transfer - Tonnage from 06/01/2017 through 06/15/2017
39	9217	7/1	1,460.78	Daniel's Tire Service - (7) Recaps for Restock
40	9218	7/1	100.00	David Hernandez - 5-Year Employee Safety Award for Lead Solid Waste Driver
41	9219	7/1	150.43	Driveshaftpro - Rebuild Drive Shaft NG2; Restock (1) U-Joint
42	9220	7/1	383.04	G & K Services - Uniform Services for June 2017
43	9221	7/1	445,438.91	Haaker Equipment - (1) 2018 Freightliner Vactor CNG Truck for Sewer
44	9222	7/1	293.86	Hose Man - (9) Fittings for Restock; (1) Hose for NG9
45	9223	7/1	382.79	Huntington Beach Ford - A/C Repairs for M5
46	9224	7/1	1,152.03	Los Alamitos Napa Auto Parts - Restock (10) Oil Filters, (3) Valves, (2) Fuel Filters, (4) Air Filters; Front Brake Pads, Rear Brake Shoes, Right & Left Wheel Cylinders for M4.
48	9225	7/1	2,225.84	Proforma Solutions -(25)Pad folios for District Employees;(263)Silicone Spatulas,(200)Lunch Bags, (525) F.O.G. Lids for Public Outreach.
50	9226	7/1	880.00	RMS - Calibration & Testing of District Gas Detection System
51	9227	7/1	621.00	Rulan & Tucker - Legal Services for May 2017
52	9228	7/1	2,663.06	RWC Group - (3) Valves & (27) Filters for Restock
53	9229	7/1	233.26	Sign Design - (1) 3x10' Banner for District; (3) 8.75" Decals for New Vactor Truck NG12
54	9230	7/1	724.73	TEC of California - (1) Fuse for NG2; (1) Pressure Valve for NG3; (3) Brake Pads for Restock
55	9231	7/1	1,100.00	Viet-Nam Calif. Radio -(4)Talk show Public Outreach Recycling Promotions at (10)Minutes ea From 6/09, 6/16, 6/23, & 6/30
57	9232	7/5	69,109.00	CalPERS Fiscal Services Division -Lump Sum Payment to Prepay 2017-18 Employer Contributions for Employee Retirement Benefits
59			614,085.47	REGULAR CHECKS SUBTOTAL
60				

61			PAYROLL
62	6/20	58,442.41	Payroll - Staff Checks Taxes & Direct Deposits
63	6/20	715.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
64	6/20	1,345.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
65	6/30	6,899.05	Board of Director's Payroll for the Month of June 2017 Check # 15924 - 15925
66	6/30	546.12	Board of Director's Nationwide Deferred Compensation for June 2017 (100% Paid By Directors)
67	7/3	60,083.08	Payroll - Staff Checks Taxes & Direct Deposits
68	7/3	715.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
69	7/3	1,345.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
70		130,090.66	PAYROLL SUBTOTAL
71			
72		2,125,486.25	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)
73			
74			BANK TRANSFERS
75	6/26	60,000.00	Transfer Funds from Money Market to Checking Account
76	6/26	300,000.00	Transfer Funds from LAIF to Checking Account
77	6/30	800,000.00	Transfer Funds from LAIF to Checking Account
78	7/3	3,195.04	ACH Board Health Insurance Payment to CalPERS for July 2017
79	7/3	39,778.44	ACH Employee Health Insurance Payment to CalPERS for July 2017

A motion was made by Director Cobo, seconded by Director Rice, to approve the expenditures in the amount of \$ 2,125,486.25. The motion was approved by the following 5-0 vote:

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

REPORTS

Report of President

None

Report of General Manager

GM Robbins reported that the three District employees working to obtain their Class B licenses have appointments at the DMV – one on August 23 and two on October 10, 2017. Only a few DMV's do commercial driving tests and they set the schedules so these were the earliest available appointments.

GM Robbins reported that Tesco Controls has provided the District with a quote for an auto dialer for the lift stations in the amount of approximately \$40,000. GM Robbins stated that he will wait until after the solar project and new air conditioning units to bring it to the Board for consideration.

GM Robbins stated that the Calendar Committee needs to set a date to meet in order to review the draft 2018 calendar.

GM Robbins reminded the Board that there is a luncheon scheduled on Wednesday, July 12 at noon to present Dave Hernandez with his safety award, for everyone to meet the District's new driver, and to view the District's new combination vactor sewer truck.

Report from the Orange County Sanitation (OCSD) Meeting on June 28, 2017

Director Krippner provided agendas and minutes from several OCSD meetings.

Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on June 29, 2017

President Diep attended the ISDOC quarterly meeting which provided an update on California Association of Sanitation Agencies (CASA) and California Special Districts Association (CSDA) as well as current news such as what is going on in the White House, President Donald Trump and Russia.

Report from the Westminster Chamber of Commerce Annual Board Installation and Awards Luncheon on June 29, 2017

Director Rice reported that she was pleased that CR&R joined the Westminster Chamber of Commerce.

Director Cobo stated that he and Director Rice spoke to congratulate Barbara Eames on her retirement although she was not there, and that her new replacement seems to be doing a good job.

Director Krippner also attended the Westminster Chamber of Commerce Annual Board Installation and Awards Luncheon.

CONSENT CALENDAR

None

OLD BUSINESS

None

NEW BUSINESS

A. Approval of Design and Specifications for 2017 Rehabilitation and Repair of Midway City Sanitary District Sewer Mains

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 the design and specifications for 2017 rehabilitation and repair of 46 line segments within the unincorporated Midway City portion of the District's sewer mains, and direct staff to solicit bids. 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 Curbside Organics Recycling

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 Nguyen, to approve the implementation of curbside organics recycling program within the District over a period of two years, starting with Monday's route in January 2018. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

INFORMATIONAL ITEMS

A. Special District Risk Management Authority (SDRMA) 2017-18 Property/Liability Program Invoice

B. CalPERS Board Approves Health Premium Rates for 2018

C. Web Site Activity for the Month of June 2017 (113,111 Successful Hits)

No action taken. Receive and file.

BOARD CONCERNS/COMMENTS

Director Nguyen asked what time he should be at the District's Sigler Park Clean-up event on Saturday, August 19, 2017.

GM Robbins stated that the event starts at 10 A.M., and that he could come anytime.

Director Rice thanked staff for making the agenda items easy to understand.

GM/STAFF CONCERNS/COMMENTS

GM Robbins stated that there would be a regular meeting next Tuesday, July 18, 2017.

GENERAL COUNSEL CONCERNS/COMMENT

None

General Counsel James Eggart convened the meeting to executive closed session at 5:40 P.M. pursuant to Government Code Section 54957(b).

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.

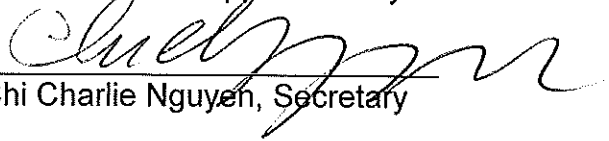
A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code Section 54957(b)) Title: General Manager

President Diep reconvened the meeting at 6:23 P.M.

General Counsel Eggart stated that there was no reportable action taken during the executive closed session.

ADJOURNMENT

President Diep adjourned the meeting to Tuesday, July 18, 2017 at 5:00 P.M. at the District office at approximately 6:23 P.M.


Chi Charlie Nguyen, Secretary