

**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**

November 7, 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, November 7, 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, HR/Finance Director
James Eggart, General Counsel
Danielle Gerardo, Board Secretary
Thanh Tran, CR&R
Anita Rice, Resident

PLEDGE AND INVOCATION

Director Cobo led the Pledge of Allegiance. Director Nguyen gave the Invocation.

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCT.17, 2017

A motion was made by Director Rice, seconded by Director Nguyen, to approve the minutes of the regular meeting of October 17, 2017. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 254,013.63

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	9437	10/13	2,818.23	Margie Rice - Reimbursement of Hotel Room Costs for Margie Rice & Frank Cobo for
3				CSDA Monterey Conference 09/24-09/28/2017
4	9438	10/27	1,060.43	Frontier California - District Office Phones & Lift Stations for October 2017; \$572.93 District Office
5				\$162.50 Willow Lift, \$162.50 Westminster Lift, \$162.50 Hammon Lift.
6	9439	10/27	3,121.00	SDRMA Delta Dental - Dental Insurance Premium for November 2017
7	9440	10/27	394.42	Vision Service Plan - Monthly Premium for November 2017
8	9441	10/27	90.00	Techno Tint - Tinting (2) Windows for NG
9	9442	11/1	1,095.54	Chevron & Texaco Bus. Card Svcs. - Gasoline Purchases for October 2017
10	9443	11/1	5,115.36	Southern California Edison-District Office \$4,058.10, Brookhurst Lift Station \$81.69, Westminster Lif
11				Station \$402.62, Willow Lift Station \$161.86, Hammon Lift Station \$411.09.
12	9444	11/1	1,094.48	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for November 2017
13			14,789.46	HANDCUT CHECKS SUBTOTAL
14				
15				REGULAR CHECKS:
16	9445	11/1	289.52	Advanced Gas Products - Restock Dissolved Acetylene, Liquefied Propane
17	9446	11/1	541.30	Advanced Workplace Strategies - DOT Drug Test; On-Site, Mileage, Collection Site Fees
18	9447	11/1	2,904.15	Atlas Radiator - Parts & Labor to Repair Radiator for NG6
19	9448	11/1	4,690.30	Bodyworks Equipment - Restock (4) Pivot Hose Kits, (4) Hose Tray Kits, (4) Pressure Switches,
20				(2) Check & Relief Valves
21	9449	11/1	1,187.26	Chemsearch - Restock (120lbs) Maxi-Lube Ultra #2
22	9450	11/1	746.00	CRC Cloud - Maintenance & Support for November 2017
23	9451	11/1	62,096.29	CR Transfer - Tonnage from 10/01/2017 through 10/15/2017
24	9452	11/1	1,718.24	Daniels Tire Service - (8) Recaps for Restock
25	9453	11/1	8,550.00	ECIS- FOG Inspections for September 2017

26	9454	11/1	636.05	G & K Services - Uniform Services for September & October 2017
27	9455	11/1	3,382.84	Haaker Equipment - (1) Vicker Valve, Parts & Labor for M64
28	9456	11/1	1,102.19	Heritage Container Corporation - (330) Cardboard Trash Boxes for Public Outreach
29	9457	11/1	128.49	Hose-Man - (1) Hose for NG5
30	9458	11/1	347.50	Konecranes - 2017 Quarterly PM Service of Shop Crane
31	9459	11/1	855.33	Los Alamitos Napa Auto Parts - Restock (12) 11oz Starter Fluid, (2) Air Filters, (1) Fuel Filter,
32				(1) Air Filter; Power Surge Charger for Shop
33	9460	11/1	891.20	NVB Equipment - Air Conditioning Inspection & Service for NG9 & NG10
34	9461	11/1	61,231.76	Orange County Sanitation District - Permit Fees for October 2017 (MCSD 5% = \$3,222.72)
35	9462	11/1	2,304.34	Proforma Solutions - (144) 16oz Tumblers, (125) Himalayan 20oz Tumblers for Public Outreach
36	9463	11/1	43.50	PSI - (4) Nozzles for Restock
37	9464	11/1	2,530.00	Rutan & Tucker - Legal Services for September 2017
38	9465	11/1	1,488.96	RWC Group - Turbo Out Pipe for NG9; Restock (1) Flow Control Pipe
39	9466	11/1	1,950.00	Safety Research Consultants - 4-Hour Driver Training
40	9467	11/1	661.39	Top Mobile Vision - (1) Camera for Hopper on NG8; Replacement Cable for NG10
41	9468	11/1	1,675.00	White Nelson Diehl Evans - Final Billing of Audit for Fiscal Year Ending June 30, 2017
42	9469	11/1	2,678.42	Woodruff, Spradlin & Smart - Legal Services for September 2017
43	9470	11/1	258.54	Zee Medical Service Co. - Restock District First Aid Kits for October 2017
44			164,888.57	REGULAR CHECKS SUBTOTAL
45				
46				PAYROLL
47	10/24		66,946.98	Payroll - Staff Checks Taxes & Direct Deposits
48	10/24		1,145.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
49	10/24		715.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
50	11/3		5,124.08	Board of Director's Payroll for the Month of October 2017
51	11/3		404.54	Board of Director's Nationwide Deferred Compensation for October 2017 (100% Paid By Director)
52			74,335.60	PAYROLL SUBTOTAL
53				
54			254,013.63	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL)
55				
56				BANK TRANSFERS
57	10/18		200,000.00	Transfer Funds from LAIF to Checking Account
58	10/8		965.48	ACH Retirement Payment to CalPERS for October 2017
59	10/8		1,113.08	ACH Retirement Payment to CalPERS for October 2017
60	10/8		10,624.69	ACH Retirement Payment to CalPERS for October 2017
61	10/22		965.48	ACH Retirement Payment to CalPERS for October 2017
62	10/22		1,113.08	ACH Retirement Payment to CalPERS for October 2017
63	10/22		10,624.69	ACH Retirement Payment to CalPERS for October 2017
64	11/1		40,335.66	ACH Employee Health Insurance Payment to CalPERS for November 2017
65	11/1		3,195.68	ACH Board Health Insurance Payment to CalPERS for November 2017

Director Rice stated that she wanted to clarify line item 2 on the expenditures which currently reads "Reimbursement of Travel Costs", and should be "Reimbursement of her and Director Cobo's Hotel Rooms" which were charged to her personal credit card.

A motion was made by Director Cobo, seconded by Director Nguyen, to approve the expenditures in the amount of \$ 254,013.63. 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 when he met with GM Robbins to go over the agenda, they spoke about planning the District's 80th anniversary event in 2019. He stated that he would like to form an ad hoc committee and designate himself and Director Cobo.

President Diep stated that he was impressed with the great turnout at the Bowling Green Cleanup event on November 4 and feels that the District should host these types of events periodically because it helps to keep bulky items out of neighborhoods and off the streets.

Report of General Manager

GM Robbins stated that the Veteran's Day holiday falls on Saturday, November 11, 2017 this year and that the office would be closed in observance on Friday, but the solid waste drivers would be working and get paid for Saturday.

GM Robbins reported that he attended an OCLAFCO meeting and that they have started their municipal services review. The biggest concern is the homeless issue and the hazardous waste left behind, and he reminded the Board that the District cannot handle hazardous waste.

Report from Orange County Sanitation District (OCSD) Meeting on Oct. 25, 2017

Director Krippner stated that the minutes from that meeting would be available for distribution at the next Board meeting.

Report from the Costa Mesa Sanitation District (CMSD) State of the District Open House on October 18, 2017

None

Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on October 26, 2017

Director Rice reported that she enjoyed the presentation from the Santa Margarita Water District who shared information regarding the watershed project and the Canyon Reservoir. She stated that there was also an interesting speaker from the John Wayne airport.

Director Cobo stated that it was interesting to hear the details and see the photos regarding the small plane that crashed onto the 405 freeway, and to hear of the measures being taken to avoid future crashes.

Report from the Legal Shield Lunch and Learn on November 1, 2017

Director Rice stated that she was glad she attended the luncheon because she found it very interesting and she did sign up for the service.

CR&R 3rd Quarter Report

Thanh Tran from CR&R gave a report, stating that the numbers were low due to closure of the SERRF facility for a short period of time but that the numbers are trending up and would be higher next quarter. He stated that he has been out talking to commercial accounts and that there are several who are interested in the organics recycling program for food waste, but have not yet signed up.

Director Rice stated that she is concerned about the low numbers and thinks that the District needs to get busy working with the public to educate them better on recycling.

Thanh Tran stated that the residential green cart system would be starting soon and that it would be a big help because there is a lot of yard waste still being placed in the blue containers.

CONSENT CALENDAR

A. Approve Attendance of Finance/HR Director, Robert Housley to the California Society of Municipal Finance Officers (CSMFO) Annual Conference Scheduled for February 20-23, 2018

A motion was made by Director Rice, seconded by Director Krippner, 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 Approval to Auction or Sell Midway City Sanitary District Surplus Sewer Vactor Truck

GM Robbins stated that the District purchased a new CNG sewer vactor truck so he is proposing to surplus the oldest truck, which is 17 years old.

Director Cobo stated that the City of Westminster could use the sewer truck.

GM Robbins stated that he had contacted the City of Westminster but that they had not responded as of yet. He stated that Haaker would pay approximately \$30,000 because it needs quite a bit of work to fully refurbish it.

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 staff recommendation to surplus the District's older sewer vactor truck to either be auctioned or sold. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

B. Consider Date of Board Meeting for 2017 Board Reorganization

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Nguyen, seconded by Director Cobo, to set a date of Friday, December 1, 2017 at 5 P.M. for the District's annual Board reorganization. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

C. Consider Approval of the Fiscal Year 2017-2018 First Quarter Financial Reports and Budget Review for the Period of July 1, 2017 through September 30, 2017

Finance/HR Director Housley gave a brief overview of the fiscal year 2017-2018 first quarter financial reports and budget review for the period of July 1, 2017 through September 30, 2017.

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 receive and file the fiscal year 2017-2018 first quarter financial reports and budget review for the period of July 1, 2017 through September 30, 2017. The motion was approved by the following 5-0 vote:

AYES: Cobo, Diep, Krippner, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT:

INFORMATIONAL ITEMS

A. Web Site Activity for the Month of October 2017 (90,241 Successful Hits)

B. Art Walk at Westminster Mall, November 11, 2017

C. Who Pays? The CalPERS Pension Buck Identifies the Income Sources of Public Employee Pensions

Receive and file.

BOARD CONCERNS/COMMENTS

Director Nguyen thanked everyone for their help and support with the Walk-A-Thon for the Houston, Texas flood relief and reported that they had reached over \$105,000 in donations.

Director Rice stated that she wanted to make sure that someone would be representing the District at the service for Director Nguyen's mother in law. A close friend of hers passed away and she will be going to that service.

GM Robbins stated that he would be attending the service for Director Nguyen's mother in law.

GM/STAFF CONCERNS/COMMENTS

None

GENERAL COUNSEL CONCERNS/COMMENT

General Counsel James Eggart convened the meeting into closed session for the Board to confer with its labor negotiators identified on agenda items 14A and 14B (pursuant to Government Code Section 54957.6) at 5:34 P.M.

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. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Designated Representatives: General Manager Robbins, Finance/HR Director Housley
Employee Organization: American Federation of State, County, and Municipal Employees, LOCAL 1734-01

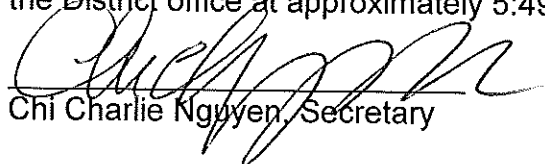
B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Designated Representative: James H. Eggart
Unrepresented Employee: General Manager

The Board reconvened in open session at 5:49 P.M.

General Counsel James Eggart stated that the Board met in closed session to confer and give direction to its designated labor negotiators pursuant to Government Code 54957.6 as stated in agenda items 14A and 14B and that there was no reportable action as a result of the closed session.

ADJOURNMENT

President Diep adjourned the meeting to Tuesday, November 21, 2017 at 5:00 P.M. at the District office at approximately 5:49 P.M.


Chi Charlie Nguyen, Secretary