

**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**

March 6, 2018

CALL TO ORDER

President Nguyen called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, March 6, 2018 at 5:01 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner (arrived @ 5:35 P.M.)
Margie L. Rice
Tyler Diep (arrived @ 5:09 P.M.)
Frank A. Cobo
Chi Charlie Nguyen

OTHERS AT MEETING:

Ken Robbins, General Manager
Robert Housley, HR/Finance Director
James Eggart, General Counsel
Danielle Gerardo, Board Secretary
David Vo, Viet My Magazine
Lan Vy Tran, Resident
Tony Bui, Resident

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 FEBRUARY 20, 2018

A motion was made by Director Rice, seconded by Director Cobo, to approve the minutes of the regular meeting of February 20, 2018. The motion was approved by the following 3-0 vote:

AYES: Cobo, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Diep, Krippner

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 346,114.38

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	9667-9687	3/1		VOID Printing Error
3	9688	3/1	340.17	AT&T - Brookhurst Lift Station Service for January & February 2018
4	9689	3/1	1,355.80	Chevron & Texaco Bus. Card Svcs. - Gasoline Purchases for February 2018
5	9690	3/1	1,074.89	Frontier California-District Office Phones & Lift Stations for February 2018;\$587.09 District Office,
6				\$162.60 Willow Lift,\$162.60 Westminster Lift,\$162.60 Hammon Lift
7	9691	3/1	267.20	LegalShield - Member Paid Services for February 2018
8	9692	3/1	3,042.68	SDRMA Delta Dental - Dental Insurance Premium for March 2018
9	9693	3/1	4,719.33	Southern California Edison-District Office \$3,670.27-Brookhurst Lift Station \$99.81,Westminster Lif
10				Station \$428.91,Willow Lift Station \$147.82,Hammon Lift Station \$372.52
11	9694	3/1	1,094.48	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for March 2018
12	9695	3/1	414.31	Vision Service Plan - Monthly Premium for March 2018
13			12,308.86	HANDCUT CHECKS SUBTOTAL
14				
15				REGULAR CHECKS:
16	9696	3/1	70.00	Asbury Environmental Services - (200) Gallons Used/Mixed Oil Pick-up for February 2018
17	9697	3/1	746.00	CRC Cloud - Maintenance & Support for March 2018
18	9698	3/1	65,688.79	CR Transfer Inc. - Tonnage from 02/01/2018 through 02/15/2018
19	9699	3/1	254.42	G & K Services - Uniform Services for February 2018
20	9700	3/1	5.50	Hillco Fastener Warehouse - Restock (50) Nylon Red Butt Connectors
21	9701	3/1	317.34	Hose-Man - (2) 42" Hoses for NG3
22	9702	3/1	1,003.86	Los Alamitos Napa Auto Parts - Restock (2) Black Filler, (10) Push Connectors, (10) Hose-
23				Ends, (1) E-6 Valve Brake, (4) Brake Drums,
24	9703	3/1	27,529.10	Orange County Sanitation District - Permit Fees for February 2018 (MCSD 5% = \$1,448.90)
25	9704	3/1	463.28	PSI - Parts for Fleet Wash Rack - (1) Wand, (1) Gun Shutoff, (3) Nozzles, & (2) Hoses

26	9705	3/1	75.00	Resource Communications - Install Music-On-Hold for District Phone System
27	9706	3/1	2,331.34	Rosemead Oil - Restock (85) Gallons Betalube ATF
28	9707	3/1	2,583.85	RWC Group - (3) Power Steering Filters for Restock; (1) Exhaust Blanket for NG3
29	9708	3/1	123,590.01	Sancon Engineering, Inc. - 2017 Rehab/Repair District Sewer Lining Project
30	9709	3/1	1,287.12	TEC of California - Restock (6) Brake Pads & (1) Alternator
31			225,945.61	REGULAR CHECKS SUBTOTAL
32				
33				PAYROLL
34		2/27	60,018.18	Payroll - Staff Checks Taxes & Direct Deposits
35		2/27	1,325.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
36		2/27	815.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
37			62,158.18	PAYROLL SUBTOTAL
38				
39				ACH TRANSFERS
40		3/1	42,795.70	ACH Employee Health Insurance Payment to CalPERS for March 2018
41		3/1	2,906.03	ACH Board Health Insurance Payment to CalPERS for March 2018
42			45,701.73	ACH TRANSFERS SUBTOTAL
43				
44			346,114.38	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
45				

A motion was made by Director Cobo, seconded by Director Rice, to approve the expenditures in the amount of \$ 346,114.38. The motion was approved by the following 3-0 vote:

AYES: Cobo, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Diep, Krippner

President Nguyen introduced guests David Vo from Viet My Magazine and Lan Vy Tran, resident of Midway City.

REPORTS

Report of President

None

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

Report of General Manager

GM Robbins reported that the District may need to contract for some emergency repairs and has contracted Paulus Engineering for a quote. He stated that the repairs could be very expensive.

General Counsel James Eggart stated that, according to the District's procedures, the General Manager is authorized in the case of an emergency and when the Board is not available, to procure a contract without a competitive bidding to address the emergency and then report back at the next meeting, and at the next meeting the Board will determine whether to continue to keep spending money if the emergency isn't resolved.

GM Robbins provided two photos taken by Sancon Engineering to the Board. One was of a line on Aspenwood near Newland, just south of Bolsa where the sewer crew was cleaning lines and discovered that a sinkhole may be occurring. The photo showed substantial rocks and debris in the line. The other photo was of a pipe Sancon was going to line that has been destroyed, possibly by gases. GM Robbins stated that he thought the second photo was a manhole next to a County trunkline that has not been exposed in a very long time and sewer gases ate it up. The t-lock manhole may need to be removed and replaced, which could cost roughly \$30,000, depending on what Paulus finds when they dig, and then it may just be a void that needs to be repaired. He stated that he would keep the Board informed.

GM Robbins reported that an email was received by the District from someone who wished to remain anonymous, complaining about overflowing dumpsters and port-a-potties at the Westminster Mall, and at the Target and Vons on Beach Blvd. GM Robbins went immediately to go check them and stated that they were all empty and well maintained when he went and he provided photos for the Board.

GM Robbins reminded the Board of the Bolsa Chica Clean up event on Saturday, March 17, 2018 from 10 A.M. until 1 P.M., and the Spring Festival on Saturday, March 24, 2018.

GM Robbins stated that there would be a luncheon at the District to honor employees on Wednesday, April 11, 2018.

Report from Orange County Sanitation District (OCSD) Meeting on February 28, 2018

President Nguyen reported that there was discussion regarding the ordinance to increase fees and that there would be a public hearing on March 28, 2018. There was also discussion regarding a promotion from Director of Engineering to a second Assistant Manager because the current Assistant Manager will be retiring soon. The scheduled closed session was cancelled.

CONSENT CALENDAR

None

OLD BUSINESS

None

President Nguyen introduced a third guest, Mr. Tony Bui to the Board.

NEW BUSINESS

A. California Special Districts Association (CSDA) Board of Directors Call for Nominations, Seat A

A report of a summary of Staff's recommendation was provided and considered by the Board. The Board took no action.

B. Discussion of 2017 Public Service Award Recipient

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 Rice, to approve staff recommendation and honor Fleet Maintenance Mechanic, Raul Martinez as the recipient of the 2017 Public Service Award and award him with a plaque at an upcoming luncheon. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

C. Consider Approval to Hire Two (2) New Relief Driver/Utility Workers for Curbside Organic Recycling Program

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 Rice, to approve moving forward with the process to hire two (2) new Relief Driver/Utility Workers for the District. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

D. Consider Approval of Five (5) Year Employee Safety Award for Sewer Maintenance Worker, Randy Griffith

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 Sewer Maintenance Worker, Randy Griffith, receive a five year Safety Award certificate and two hundred dollars. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

E. Approve the July 1, 2017 Actuarial Valuation of the Midway City Sanitary District's Other Post Employment Benefits (OPEB) Liabilities and Approve a Lump Sum Payment of \$1,406,087 to Pay the Unfunded Liability and Fund the Present Value of Benefits

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 Diep, to approve the July 1, 2017 Actuarial Valuation of the Midway City Sanitary District's Other Post-Employment Benefits (OPEB) Liabilities, as presented by Bickmore, and approve a lump sum payment of \$1,406,087 to pay the District's unfunded liability and to fund the Present Value of Benefits. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

F. Approve Unpaid Leave of Absence for Sewer Maintenance Worker, Alejandro Gonzalez

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director Diep, seconded by Director Cobo, to approve the unpaid leave of absence for Sewer Maintenance Worker, Alejandro Gonzalez. The motion was approved by the following 4-0 vote:

AYES: Cobo, Diep, Nguyen and Rice

NAYS:

ABSTAIN:

ABSENT: Krippner

INFORMATIONAL ITEMS

- A. CalPERS Circular Letter: 200-014-18 Required Employer Contribution Impact Due to Changes in Actuarial Assumptions
- B. Special District Risk Management Authority (SDRMA) Memo – Workers' Compensation Longevity Distribution
- C. Special District Risk Management Authority (SDRMA) Memo – Approval of 8% Rate Reduction for the Workers' Compensation Program for 2018-2019
- D. California Special Districts Association (CSDA) February 27, 2018 e-News
- E. California Special Districts Association (CSDA) e-News – CSDA Anticipates Numerous 2018 Statewide Propositions
- F. California Special Districts Association (CSDA) e-News – 2018 Statewide Propositions Could Decrease...or Increase Revenue
- G. California Special Districts Association (CSDA) e-News – CSDA Joins Crucial Prop 218 Case
- H. Web Site Activity for the Month of February 2018 (142,039 Successful Hits)

Receive and file.

BOARD CONCERNS/COMMENTS

Director Rice stated that she was pleased to see the new signs for the organic recycling program on the District's trucks. She also stated that she was glad to hear that GM Robbins had provided a luncheon for District employees.

Director Cobo agreed with Director Rice and stated that it is good to build employee moral.

Director Krippner arrived at the meeting at 5:35 P.M.

President Nguyen thanked all three guests for coming to the meeting.

GM/STAFF CONCERNS/COMMENTS

GM Robbins asked the three guests to leave their names with the Board Secretary for the minutes.

Mr. Tony Bui introduced himself as a resident of Westminster since 2003 and came because he was interested to see how effectively his tax money is being spent.

Mr. David Vo introduced himself as a business owner in Westminster.

Ms. Lan Vy Tran introduced herself as a resident of Midway City since 2003.

GM Robbins stated that there were two organics recycling pails on display for the Board to see. They were provided by Otto and are specifically for kitchen food waste.

Director Rice asked if the District was going to provide the pails to customers.

GM Robbins stated that the District would provide them at cost because they are not inexpensive – coming in at around \$5 each, but that it would be a Board decision after doing more research.

GENERAL COUNSEL CONCERNS/COMMENT

None

CLOSED EXECUTIVE SESSION

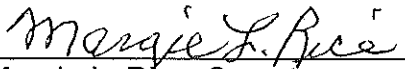
CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government 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 Nguyen adjourned the meeting to Tuesday, March 20, 2018 at 5:00 P.M. at the District office at approximately 5:39 P.M.


Margie L. Rice, Secretary