

**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 19, 2019

CALL TO ORDER

President C. 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 19, 2019 at 5:00 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner
Margie L. Rice
Andrew Nguyen
Sergio Contreras (arrived at 5:12 P.M.)
Chi Charlie Nguyen

OTHERS AT MEETING:

Kenneth Robbins, General Manager
James Eggart, General Counsel
Danielle Gerardo, Board Secretary

PLEDGE AND INVOCATION

Director A. Krippner led the Pledge of Allegiance. Director M. Rice gave the Invocation.

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 5, 2019

A motion was made by Director A. Nguyen, seconded by Director M. Rice, to approve the minutes of the regular meeting of March 5, 2019. The motion was approved by the following 4-0-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice
 NAYS:
 ABSTAIN:
 ABSENT: S. Contreras

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 303,807.45

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	10453	3/1	\$229.30	LegalShield - Member Paid Services for February 2019
3	10454	3/1	\$1,193.84	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for March 2019
4	10455	3/1	\$476.35	Vision Service Plan - Monthly Premium for March 2019
5	10456	3/12	\$46.00	Phillip Mariscal - 2019 Driver's License Reimbursement
6	10457	3/12	\$321.07	AT&T Mobillty - Service for February 2019; (KR) 714-310-2313, (NC) 714-310-8653,
7				(RG) 714-325-3606, Sewer 714-310-8654, Emergency 714-310-9004.
8	10458	3/12	\$602.83	Chevron & Texaco Bus. Card Svcs. - Gasoline Purchases for February 2019
9	10459	3/12	\$461.42	Cintas - Uniform Services for February & March 2019
10	10460	3/12	\$153.98	DirecTV - Service for March 2019
11	10461	3/12	\$1,106.42	Frontier Communications - District Office Phones & Lift Stations for February 2019;
12				\$611.18 District Office, \$165.08 Willow Lift, \$165.08 Westminster Lift, \$165.08 Hammon Lift.
13	10462	3/12	\$4,692.29	The Gas Company - CNG Fuel for February 2019
14	10463	3/12	\$5,826.84	Southern California Edison -District Office \$4,056.67, Brookhurst Lift Station \$121.66,
15				Westminster Lift Station \$1,026.66, Willow Lift Station \$177.62, Hammon Lift Station \$444.23.
16	10464	3/12	\$641.71	Staples Business Credit - Restock District Office Supplies for February 2019
17	10465	3/12	\$1,312.54	Verizon Business - Internet Connection for March 2019
18			\$17,064.59	HANDCUT CHECKS SUBTOTAL
19				
20				REGULAR CHECKS:
21	10466	3/13	\$289.76	Advanced Gas Products -Cylinder Rental Feb.2019;(11)Gallons Liquefied Propane for Restock
22	10467	3/13	\$4,743.79	Bodyworks Equipment - Restock (1) Packer Paddle, (6) Tubes, (12) Cam Followers
23	10468	3/13	\$5,560.39	CRC Cloud - Maintenance & Support for March 2019; 1TB External Hard drive for Dossier;
24				Labor & Parts to Create Private Backup Network.
25	10469	3/13	\$78,852.13	CR Transfer - Residential Tonnage and Organics from 02/01/2019 through 02/15/2019
26	10470	3/13	\$7,979.89	Daniels Tire Service - Restock (9) Recaps and (12) New Tires
27	10471	3/13	\$760.73	Darico Transmission Sales - Restock (12) Filter Kits
28	10472	3/13	\$2,041.77	DTNtech - (750) Reusable Tote Bags for Public Outreach
29	10473	3/13	\$750.00	IGS Refuse Equip&Repair -Restock(3)Repack Gripper Cylinders&(1)Up/Down Gripper Cylinder

30	10474	3/13	\$2,107.41	Los Alamitos Napa Auto Parts-Restock(100 Feet)Hose,(15)Hose Ends,(1)Anti-Seize Lubricant,
31				(1)Sledge Hammer,(2)Air Filters,(2)Oil Filters,(2)Fuel Filters,(24)14oz Brakleen,(6)M1 5W30.
32	10475	3/13	\$350.00	Me Viet Nam Productions - 20 Minute Talk show on 02/10/2019 for Lunar New Year
33	10476	3/13	\$600.20	Merchants Building Maintenance - District Offices Janitorial Services for March 2019
34	10477	3/13	\$671.50	Odyssey Power Corporation - Repair & Labor to District Generator
35	10478	3/13	\$8,796.05	Orange County Sanitation District - Permit Fees for February 2019 (MCSD 5% = \$462.95)
36	10479	3/13	\$1,002.78	Orange County Sanitation District - First & Second Quarter FOG Inspections 2018-2019
37	10480	3/13	\$1,267.72	Reliable Monitoring Services - Labor & Repairs to Gas Detection System at District
38	10481	3/13	\$476.11	Rosemead Oil Products - Restock (110) Gallons Betalube E-220-P
39	10482	3/13	\$247.10	Southbay Truck Center - Labor to Correct Idle Issue for NG5
40	10483	3/13	\$1,139.17	TEC of California - Restock (6) Brake Pads
41			\$117,636.50	REGULAR CHECKS SUBTOTAL
42				
43				PAYROLL
44		3/12	\$66,253.05	Payroll - Staff Checks Taxes & Direct Deposits
45		3/13	\$3,370.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
46		3/13	\$685.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
47			\$70,308.05	PAYROLL SUBTOTAL
48				
49				ACH TRANSFERS
50		2/26	\$1,741.86	ACH Retirement Payment to CalPERS for PEPR 01/14/2019-01/27/2019
51		2/26	\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 01/14/2019-01/27/2019
52		2/26	\$10,710.88	ACH Retirement Payment to CalPERS for Classic 8583 01/14/2019-01/27/2019
53		3/12	\$1,741.86	ACH Retirement Payment to CalPERS for PEPR 01/28/2019-02/10/2019
54		3/12	\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 01/28/2019-02/10/2019
55		3/12	\$10,737.36	ACH Retirement Payment to CalPERS for Classic 8583 01/28/2019-02/10/2019
56		3/12	\$1,741.86	ACH Retirement Payment to CalPERS for PEPR 02/11/2019-02/24/2019
57		3/12	\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 02/11/2019-02/24/2019
58		3/12	\$10,737.36	ACH Retirement Payment to CalPERS for Classic 8583 02/11/2019-02/24/2019
59		3/1	\$49,887.12	ACH Employee Health Insurance Payment to CalPERS for March 2019
60		3/1	\$7,303.62	ACH Board Health Insurance Payment to CalPERS for March 2019
61		3/13	\$554.00	Online Payment of Wex (Chevron) Fuel Credit Card for February 2019
62			\$98,798.31	ACH TRANSFERS SUBTOTAL
63				
64			\$303,807.45	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
65				
66				BANK TRANSFERS
67		3/8	\$625,000.00	Transfer Funds from Union Bank Money Market to Union Bank Checking Account
68		3/8	\$250,000.00	Transfer Funds from Checking Account to LAIF

A motion was made by Director M. Rice, seconded by Director A. Nguyen, to approve the expenditures in the amount of \$ 303,807.45. The motion was approved by the following 4-0-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

REPORTS

Report of President

None

Report of General Manager

GM Robbins reported that the District had started contracting with the Mattress Recycling Council to recycle the mattresses being picked up as bulky items, which is why there was a 53-foot trailer in the District yard. The District will be paid minimally for each mattress and estimates that this program will also save the District approximately \$52 per ton in disposal fees.

GM Robbins reported that there was a water main break in the District yard on March 18, 2019 which was already being repaired by Paulus Engineering.

GM Robbins reported that he requested quotes for new pumps from the Pump Man and Flo Services for the District's lift stations. There have been water seal leaks inside the lift station pumps and the District has been using spares and having the old ones rebuilt, but it has been about ten years since the District replaced the pumps. He estimated it may take a year to build the pumps and estimates the cost to the District to be approximately \$100,000 to \$125,000 for each set.

Report from the Orange County Sanitation District (OCSD) Meeting on Mar. 13, 2019

Director A. Nguyen reported that the meeting on March 13, 2019 was a repeat of the last Board meeting where it was reported that OCSD's actual revenue for 2017-2018 was approximately \$444 million, for 2018-2019 was approximately \$470 million, and for 2019-2020 is projected to be approximately \$477.9 million.

Director A. Nguyen reported that thousands of OCSD retirees were affected by the computer hack that happened recently.

Director A. Nguyen provided a printout regarding wastewater treatment for the Board.

CONSENT CALENDAR

- A. Approve and file the Treasurer's Investment Report for February 2019
- B. Approve the January 2019 Financial Reports and Budget Review for the Period of July 1, 2018 through February 28, 2019
- C. Approve Attendance of Director of Finance and Human Resources, Robert Housley to the CalPERS Educational Forum October 28-10, 2019

A motion was made by Director M. Rice, seconded by Director A. Krippner, to approve the Consent Calendar. The motion was approved by the following 4-0-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen, and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

OLD BUSINESS

None

NEW BUSINESS

- A. Consider Re-documenting Current Authorized Signers for the District's Accounts with Union Bank and Authorize General Manager, Kenneth Robbins, as the Contracting Officer, to Execute Such Documents as Needed

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director M. Rice, seconded by President C. Nguyen, to approve re-documenting current authorized signers for the District's accounts with Union Bank and authorize General Manager, Kenneth Robbins, as the contracting officer to execute such documents as needed. The motion was approved by the following 4-0-0 vote:

AYES: A. Krippner, A. Nguyen, C. Nguyen, and M. Rice

NAYS:

ABSTAIN:

ABSENT: S. Contreras

Director S. Contreras arrived at the meeting at 5:12 P.M.

B. Consider Claim from 8252 McFadden Avenue, Westminster, CA 92683

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director A. Nguyen, seconded by Director M. Rice, to deny the claim from 8252 McFadden Avenue, Westminster, CA 92683. The motion was approved by the following 4-1-0 vote:

AYES: S. Contreras, A. Nguyen, C. Nguyen, and M. Rice
NAYS:
ABSTAIN: A. Krippner
ABSENT:

C. Discussion and Consideration of La Ranchera Radio Outreach to Promote Recycling

General Manager Robbins provided a report to the Board regarding the format and estimated cost of radio outreach through La Ranchera Radio and requested direction from the Board.

There was discussion regarding the high cost quoted by La Ranchera Radio for outreach versus the District doing a direct mailer in English, Vietnamese and Spanish within the District. General Manager Robbins indicated that Staff would be including funding for written outreach for direct mailers in its proposed budget for fiscal year 2019-2020, which the Board would be considering at future meetings.

No action was taken. Receive and file.

D. Consider Changing the Date of the Tuesday, April 16, 2019 Regularly Scheduled Board Meeting to Tuesday, April 23, 2019

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by Director A. Nguyen, seconded by Director M. Rice, to approve changing the date of the Tuesday, April 16, 2019 regularly scheduled Board meeting to Tuesday, April 23, 2019. The motion was approved by the following 5-0 vote:

AYES: S. Contreras, A. Krippner, A. Nguyen, C. Nguyen, and M. Rice
NAYS:
ABSTAIN:
ABSENT:

INFORMATIONAL ITEMS

A. Website Activity for the Month of February 2019 (122,274 Successful Hits)

B. Westminster Mayor's Prayer Breakfast – Thursday, May 2, 2019 – 7AM-9AM

Receive and file.

BOARD CONCERNS/COMMENTS

Director S. Contreras asked to be provided information regarding one-day local workshops since he is new to Special Districts and cannot attend the multi-day conferences.

GM Robbins stated that he would look into California Special Districts Association (CSDA) workshops.

GM/STAFF CONCERNS/COMMENTS

GM Robbins stated that if there is ever a conflict with Board meeting dates and times, staff should be notified so that a change can be put on the agenda for Board consideration.

GENERAL COUNSEL CONCERNS/COMMENT

None

CLOSED EXECUTIVE SESSION

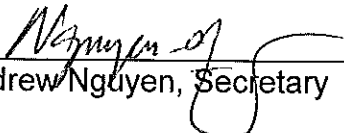
CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government 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 C. Nguyen adjourned the meeting to Tuesday, April 2, 2019 at 5:00 P.M. at the District office at approximately 5:28 P.M.


Andrew Nguyen, Secretary