

**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**

February 5, 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, February 5, 2019 at 5:03 P.M.

BOARD MEMBERS PRESENT:

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

OTHERS AT MEETING:

Kenneth Robbins, General Manager
Robert Housley, Finance/HR Director
James Eggart, General Counsel
Julia Book, Administrative Secretary

PLEDGE AND INVOCATION

Director A. Krippner led the Pledge of Allegiance. President C. Nguyen gave the Invocation.

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF JANUARY 18, 2019

A motion was made by Director A. Nguyen, seconded by Director S. Contreras, to approve the minutes of the special meeting of January 18, 2019. The motion was approved by the following 4-0 vote:

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

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF JANUARY 22, 2019

A motion was made by Director A. Nguyen, seconded by President C. Nguyen, to approve the minutes of the special meeting of January 22, 2019. The motion was approved by the following 4-0 vote:

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

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 263,310.63

#	CK #	Date	AMOUNT	VENDOR
1				HANDCUT CHECKS:
2	10374	1/22	\$25.00	State of California Government Claims Program - Claim Against Cal Trans 05/07/2018
	10375-			
3	10378	1/23		VOID: Printing Error
4	10379	1/23	\$194.41	AT&T - Brookhurst Lift Station Service for January 2019
5	10380	1/23	\$185.64	Cintas - Uniform Services for January 2019
6	10381	1/23	\$150.00	Pitney Bowes/Purchase Power - Postage for Postage Machine DEC-2018
7	10382	1/23	\$5,506.33	SDRMA - Property/Liability Addition for (Two) New CNG Trucks NG13 & NG14
8	10383	1/30	\$185.64	Cintas - Uniform Services for January 2019
9	10384	1/30	\$1,099.13	Frontier Communications - District Office Phones & Lift Stations for January 2019;
10			\$603.89	District Office, \$165.08 Willow Lift, \$165.08 Westminster Lift, \$165.08 Hammon Lift
11	10385	1/30	\$135.60	LegalShield - Member Paid Services for January 2019
12	10386	1/30	\$4,797.99	Southern California Edison-District Office \$3,198.34, Brookhurst Lift Station \$92.87,
13				Westminster Lift Station \$961.66, Willow Lift Station \$147.18, Hammon Lift Station \$397.94
14	10387	1/30	\$1,164.16	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for February 2019
15	10388	1/30	\$476.35	Vision Service Plan - Monthly Premium for February 2019
16			\$13,920.25	HANDCUT CHECKS SUBTOTAL
17				

17			
18			REGULAR CHECKS:
19	10389	2/1	\$78.47 Advanced Gas Products - Restock Compressed Gas for January 2019
20	10390	2/1	\$4,208.83 Bodyworks Equipment - Restock (1) Packer Paddle & Actuator Kit, (1) Hose Tray Kit,
21			(1) Pressure Switch, (1) Sourcing Switch, (10) Springs, (2) Tubes.
22	10391	2/1	\$2,070.00 City of Westminster - 4th Qtr Over-The-Top Fees Collected by CR&R & Remitted to MCSD
23	10392	2/1	\$970.00 CRC Cloud - Maintenance & Support for Feb 2019; Upgrade Asset Keeper program for 2019
24	10393	2/1	\$79,601.31 CR Transfer - Tonnage from 01/02/2019 through 01/15/2019
25	10394	2/1	\$50.67 Hose-Man - Restock (58) O'Rings for Shop
26	10395	2/1	\$1,796.13 Los Alamitos Napa Auto Parts - Restock (1) Heat Hose, (2) Brake Drums, (50ft) Heat Hosing,
27			(1) Air Dryer, (4) Lamps, (10) Hose Ends; (2) Grip Kits for NG3.
28	10396	2/1	\$600.20 Merchants Building Maintenance - District Offices Janitorial Services for January 2019
29	10397	2/1	\$558.12 NVB Equipment - A/C & Heater Inspection Services for NG6
30	10398	2/1	\$1,954.42 TEC of California - Restock (2) Calipers & (1) Wheel Speed Sensor
31	10399	2/1	\$19,860.00 TESCO Controls - (4) Power Monitor Replacements at Brookhurst, Hammon, Willow, and
32			Westminster Lift Stations.
33	10400	2/1	\$660.00 Theresa Kaszyk - District Website Services from October 2018 through December 2018
34	10401	2/1	\$214.66 Top Mobile Vision - Labor & (1) Adapter for NG7 & NG10
35	10402	2/1	\$636.59 TrucPar Company - (2) Spring Brake Valves for Restock
36			\$113,259.40 REGULAR CHECKS SUBTOTAL
37			
38			PAYROLL
39		1/29	\$67,695.47 Payroll - Staff Checks Taxes & Direct Deposits
40		1/30	\$2,820.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
41		1/30	\$1,135.00 Payroll - Nationwide Deferred Compensation (100% Paid By Employees)
42			\$71,650.47 PAYROLL SUBTOTAL
43			
44			ACH TRANSFERS
45		2/1	\$48,498.61 ACH Employee Health Insurance Payment to CalPERS for February 2019
46		2/1	\$2,580.54 ACH Board Health Insurance Payment to CalPERS for February 2019
47		1/18	\$1,476.35 ACH Retirement Payment to CalPERS for PEPRA 12/31/2018-01/13/2019
48		1/18	\$1,214.13 ACH Retirement Payment to CalPERS for Classic 8584 12/31/2018-01/13/2019
49		1/18	\$10,710.88 ACH Retirement Payment to CalPERS for Classic 8583 12/31/2018-01/13/2019
50			\$64,480.51 ACH TRANSFERS SUBTOTAL
51			
52			\$263,310.63 TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
53			

A motion was made by Director A. Krippner, seconded by Director S. Contreras, to approve the expenditures in the amount of \$ 263,310.63. The motion was approved by the following 4-0 vote:

AYES: S. Contreras, A. Krippner, A. Nguyen, and C. Nguyen

NAYS:

ABSTAIN:

ABSENT: M. Rice

REPORTS

Report of President

None

Report of General Manager

GM Robbins reported that the District would be upgrading its computer network system at a cost of approximately \$4,500. The much needed upgrade will be for the server, routers and Ransomware software due to a lot of knocks that have not penetrated. Some computers that are still running on Windows 7 will also be updated in the near future.

GM Robbins stated that he would be doing two internal promotions within the sewer department. Randy Griffith will be promoted from Sewer Pump Station Mechanic to Lead Sewer Maintenance Worker to fill the vacancy left by Darrell Grimes, and Miguel Jimenez will be promoted from Sewer Maintenance Worker to Sewer Pump Station Mechanic.

GM Robbins reported that the City of Westminster has come up with a community prevention task force to deal with the blight within the City.

Report from the Orange County Sanitation District (OCSD) Meeting on January 23, 2019

Director A. Nguyen reported that OCSD is looking at purchasing two new pump station locations – both in Huntington Beach, that there was an employee suing OCSD but that OCSD won the lawsuit and that OCSD recognized an employee with a service award.

Director M. Rice arrived at the meeting at 5:12 P.M.

Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on January 31, 2019

Director A. Krippner reported that he was surprised and pleased with Sandra Jacobs who is the new President of ISDOC. She spoke very clearly regarding the update of where ISDOC and LAFCO are at this point in time and he stated that he feels that there will be more progress with her in charge.

Director S. Contreras stated that he found the meeting informative and engaging and looks forward to attending more in the future.

Director A. Nguyen stated that it was his first time at an ISDOC meeting and he felt that the meeting was run well and was surprised to hear that there was such a thing as cemetery districts.

CONSENT CALENDAR

A. Approval of Employee 15 Year Driver Safety Award for Sewer Maintenance Worker, Miguel Jimenez

A motion was made by Director S. Contreras, seconded by Director M. Rice, to approve the Consent Calendar. 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:

OLD BUSINESS

A. Discussion and Consideration of the Midway City Sanitary District 80th Anniversary Celebration

A motion was made by Director S. Contreras, seconded by President C. Nguyen, to approve moving the District's 80th anniversary celebration from June 1, 2019 to Saturday, June 22, 2019 from 11 A.M.-2 P.M. 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:

B. Consider Adoption of 2019 Midway City Sanitary District Strategic Plan

A staff report was provided and considered by the Board. A motion was made by President C. Nguyen, seconded by Director S. Contreras, to adopt the 2019 Midway City Sanitary District Strategic Plan. 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:

NEW BUSINESS

A. Consider Changing the Date of the Tuesday, May 7, 2019 Regularly Scheduled Board Meeting Due to Conflict with the 2019 Waste Expo May 6-9, 2019 in Las Vegas, Nevada

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by President C. Nguyen, seconded by Director M. Rice, to move the date of the Tuesday, May 7, 2019 regularly scheduled Board meeting to Wednesday, May 1, 2019 at 5 P.M. due to a conflict with the Waste Expo May 6-9, 2019 in Las Vegas, Nevada. 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:

B. Consider Approval of the District's Annual Administrative Professionals Day Luncheon on Wednesday, April 24, 2019

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 Director A. Nguyen, to approve the District's Annual Administrative Professionals Day luncheon on Wednesday, April 24, 2019 at 11:30 A.M. at the Outback Steakhouse in Westminster, CA. 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:

C. Approve Fiscal Year 2018-2019 Budget Adjustments

A report of a summary of Staff's recommendation was provided and considered by the Board. A motion was made by President C. Nguyen, seconded by Director S. Contreras, to approve the fiscal year 2018-2019 budget adjustments. 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. Little Saigon TET Parade Request for Trash Bins and Cardboard Receptacles

B. CalPERS Health Benefits Circular Letter dated January 29, 2019 – CalPERS to Move to Three Health Care Regions for Contracting Public Agencies and Schools in 2020

Receive and file.

BOARD CONCERNS/COMMENTS

GM Robbins stated he would be leaving the District at 7:30 A.M. in the District vehicle for the TET Parade for those who wished to come to the District for a ride.

Director S. Contreras stated that he likes the consistency and support he receives from the District and that he enjoyed doing the radio show at VNCR with the rest of the Board.

Director M. Rice stated that the MCSD Board is the best Board she has served on and that staff is great.

Director A. Krippner stated that it wasn't always that way.

President C. Nguyen thanked GM Robbins for coordinating the radio show for the Directors.

Director A. Nguyen thanked staff and said that they make it easy.

GM/STAFF CONCERNS/COMMENTS

GM Robbins reiterated that the truck would be ready for the TET Parade on Saturday, February 9, 2019 and he thanked the Board for their positive comments and their teamwork.

Director M. Rice stated that the District's new employee has adjusted the volume of her voice so that she can be heard on the phone.

Finance/HR Director Housley invited the Board to attend the luncheon hosted by Legal Shield on Wednesday, February 6 from 12-12:30 P.M. at the District.

GENERAL COUNSEL CONCERNS/COMMENT

General Counsel James Eggart explained the exception to the Brown Act that permits a majority of the Board to attend a purely social or ceremonial occasion such as the TET Parade as long as the Directors do not talk about District business amongst each other.

CLOSED EXECUTIVE SESSION

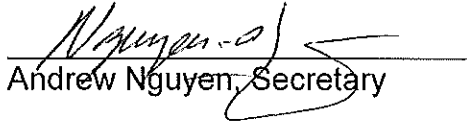
CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government 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 February 19, 2019 at 5:00 P.M. at the District office at approximately 5:59 P.M.


Andrew Nguyen, Secretary