

**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**

April 2, 2019

CALL TO ORDER

President Pro Tem S. Contreras called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, April 2, 2019 at 5:08 P.M.

BOARD MEMBERS PRESENT:

Al P. Krippner (arrived at 5:19)
Margie L. Rice
Andrew Nguyen
Sergio Contreras
Chi Charlie Nguyen (absent)

OTHERS AT MEETING:

Kenneth Robbins, General Manager
Robert Housley, Finance/HR Director
James Eggart, General Counsel
Danielle Gerardo, Board Secretary

PLEDGE AND INVOCATION

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

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 19, 2019

A motion was made by Director A. Nguyen, seconded by Director M. Rice, to approve the minutes of the regular meeting of Mar. 19, 2019. The motion was approved by the following 3-0 vote:

AYES: S. Contreras, A. Nguyen, and M. Rice

NAYS:

ABSTAIN:

ABSENT: A. Krippner, C. Nguyen

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$ 198,280.18

#	CK #	Date	AMOUNT	VENDOR	
1				HANDCUT CHECKS:	
2	10484	3/20	\$9,307.05	US Bank (District Credit Cards) -	
3				(DG) Board Meeting Refreshment for 01/22	\$5.99
4					DG Total \$5.99
5				(RH) (50) 1099-MISC Forms (2018)	\$34.47
6				(RH) City of Westminster - Water - Maint. Shop 11/21/18-01/15/19	\$15.63
7				(RH) City of Westminster - Water - Wash Rack 11/21/18-01/15/19	\$139.39
8				(RH) City of Westminster - Water - District Offices 11/21/18-01/15/19	\$116.76
9				(RH) City of Westminster - Water - Hydrant Meter Usage 12/18/18-01/15/19	\$56.23
10				(RH) Parking for Labor & Employment Seminar 01/24/2019 (RH)	\$9.00
11				(RH) Additional User License for Time Guardian Software for Leanne Luu	\$50.00
12				(RH) (2) 6-Outlet Surge Protector for Shop	\$70.64
13				(RH) CSMFO Luncheon 02/28/2019 (RH)	\$30.00
14				(RH) Government Finance Officers Association 113th Annual Conference 05/19-05/22/2019	\$885.00
15				(RH) Remington Water FEB-2019	\$64.00
16					RH Total \$1,471.12
17				(NC) Waste Expo Hotel Deposit 05/06-05/09/2019	\$238.09
18				(NC) (1) 1.3/16-1.1/14IN Ratchet	\$129.41
19				(NC) Samsung Galaxy S8 Case	\$21.55
20				(NC) Wheel Polishing Supplies	\$34.28
21				(NC) Restock Kitchen Supplies FEB-2019	\$146.56
22				(NC) Large Tube Cutter	\$26.08
23				(NC) 1.1/4 Ratchet	\$141.65
24				(NC) (6) Replacement Tail Lights for NGT11	\$128.77
25				(NC) Restock (4) 32GB Memory Cards for Fleet	\$143.38
26				(NC) (1) 3/8IN Ratchet & (1) 1/2IN Ratchet	\$344.74
27					NC Total \$1,354.51
28				(RG) Restock Sewer Maintenance Supplies FEB-2019	\$70.42
29					RG Total \$70.42
30				(KR) Mail Claim w/ \$25 Processing Fee for May 7, 2018 Claim	\$7.83
31				(KR) Waste Expo Hotel Deposit 05/06-05/09/2019 (KR)	\$214.28
32				(KR) Waste Expo Hotel Deposit 05/06-05/09/2019 (CN)	\$238.09
33				(KR) Waste Expo Hotel Deposit 05/06-05/09/2019 (AN)	\$238.09
34				(KR) (500) Navy Caps for 2019 Open House	\$3,232.50
35				(KR) (4) Crystal Facet Tower Awards w/ Engraving	\$431.00
36				(KR) Container Audit Maps	\$6.99

37				(KR) Roof Patch for Mechanic Shop	\$70.91
38				(KR) Board Meeting Refreshments for 02/19	\$34.47
39				(KR) Wiorcom FEB-2019	\$530.85
40				(KR) 2019 CSDA Special District Leadership Academy San Diego, CA 04/07-04/10/2019 (AN)	\$600.00
41				(KR) 2019 CSDA Special District Leadership Academy San Diego, CA 04/07-04/10/2019 (CN)	\$400.00
42				(KR) 2019 CSDA Special District Leadership Academy San Diego, CA 04/07-04/10/2019 (AK)	\$400.00
43				KR Total	\$6,405.01
44	10485	3/25	\$195.91	AT&T - Brookhurst Lift Station Service for March 2019	
45	10486	3/25	\$276.29	Cintas - Uniform Services for March 2019	
46	10487	3/25	\$1,135.82	Frontier Communications - District Office Phones & Lift Stations for March 2019;	
47				\$630.17 District Office, \$168.55 Willow Lift, \$168.55 Westminster Lift, \$168.55 Hammon Lift,	
48	10488	3/25	\$123.43	SoCalGas - District Office, Maintenance Shop, & Wash Rack Usage Fees for March 2019	
49	10489	3/25	\$229.30	LegalShield - Member Paid Services for March 2019	
50	10490	3/27	\$3,524.47	SDRMA Delta Dental - Dental Insurance Premium for April 2019	
51	10491	3/27	\$1,198.32	The Standard Life Insurance - Life Insurance & AD&D Premium Coverage for April 2019	
52	10492	3/27	\$476.35	Vislon Service Plan - Monthly Premium for April 2019	
53			\$16,466.94	HANDCUT CHECKS SUBTOTAL	
54					
55				REGULAR CHECKS:	
56	10493	4/1	\$166.82	Advanced Gas Products - Restock (1) Cylinder of Compressed Gas	
57	10494	4/1	\$65.00	Asbury Environmental Services - (250) Gallons Used/Mixed Oil Pick-Up	
58	10495	4/1	\$3,572.05	Bodyworks - Restock (1) Packer Paddle Kit and (3) Tubes	
59	10496	4/1	\$1,236.47	Chemsearch, Inc. - Restock (120lbs) Premalube Xtreme	
60	10497	4/1	\$75.00	CRC Cloud - 5-Year Domain Renewal for 'mcsandst.com' through 03/14/2024	
61	10498	4/1	\$68,720.84	CR Transfer - Tonnage from 02/18/2019 through 02/28/2019	
62	10499	4/1	\$3,820.96	Daniels Tire Service - Restock (19) Recaps	
63	10500	4/1	\$148.85	Franklin Truck Parts - (1) Spring Brake for NG6	
64	10501	4/1	\$2,142.00	Los Alamitos Napa Auto Parts - Restock (8) Brake Kits, (6) Brake Drums, (100) Fillings,	
65				(10) Threadseal Tape, (1) Sand Paper, (2) LED Kits.	
66	10502	4/1	\$2,002.90	Odyssey Power Corporation - Generator Preventative Maintenance for Hammon,	
67				Westminster, & District; Repair Basin Sensor for Hammon Lift.	
68	10503	4/1	\$13,228.00	Pumpman, LLC - Troubleshoot & Repair Pumps #1 & #2 at Westminster Lift;	
69				Planned Maintenance for Lift Stations Third Payment for FY 07/01/2018-07/01/2019.	
70	10504	4/1	\$649.22	TEC of California - Restock (5) Slack Adjusters	
71	10505	4/1	\$559.50	Wespac Security Services - Burglar, Fire, & Gas Alarm Services for October through March 2019	
72	10506	4/1	\$2,272.50	Woodruff, Spradlin & Smart - Legal Services for February 2019	
73			\$98,660.11	REGULAR CHECKS SUBTOTAL	
74					
75				PAYROLL	
76		3/26	\$65,095.82	Payroll - Staff Checks Taxes & Direct Deposits	
77		3/26	\$3,370.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)	
78		3/26	\$685.00	Payroll - Nationwide Deferred Compensation (100% Paid By Employees)	
79			\$69,150.82	PAYROLL SUBTOTAL	
80					

80			
81			ACH TRANSFERS
82	3/18	\$1,741.86	ACH Retirement Payment to CalPERS for PEPRA 02/25/2019-03/10/2019
83	3/18	\$1,214.13	ACH Retirement Payment to CalPERS for Classic 8584 02/25/2019-03/10/2019
84	3/18	\$10,737.36	ACH Retirement Payment to CalPERS for Classic 8583 02/25/2019-03/10/2019
85	3/27	\$308.96	ACH Pitney Bowes - Lease Payment for Postage Machine April 2019 through July 2019
86		\$14,002.31	ACH TRANSFERS SUBTOTAL
87			
88		\$198,280.18	TOTAL EXPENDITURES (HANDCUT, REGULAR, PAYROLL, ACH TRANSFERS)
89			
90			BANK TRANSFERS
91			No Bank Transfers for This Period

A motion was made by Director M. Rice, seconded by Director A. Nguyen, to approve the expenditures in the amount of \$ 198,280.18. The motion was approved by the following 3-0 vote:

AYES: S. Contreras, A. Nguyen and M. Rice

NAYS:

ABSTAIN:

ABSENT: A. Krippner, C. Nguyen

REPORTS

Report of President

None

Report of General Manager

GM Robbins reported that the District hired Crystal Clear Fleet Detailing to clean the Districts vehicles and trucks. The cost to wash the trucks is \$20 each, and to wax the cab is \$70. On Monday they cleaned seven solid waste trucks, two bulky trucks and the old sewer vector truck for \$300. They are returning on Wednesday to do the rest of the Districts vehicles.

Report from the Orange County Sanitation District (OCSD) Meeting on Mar. 27, 2019

Director A. Nguyen reported that OCSD recognized a number of employees reaching 30 years of service, including some who are still working and not yet retired. He stated that OCSD does a lot of community outreach and gives a lot of tours of their facilities to many various groups.

Report from the Luncheon to Acknowledge Employee of the Year and Safety Awards on March 27, 2019

Director M. Rice reported that the luncheon was great as usual and she was glad the Board got to recognize Finance/HR Director Housley's birthday.

Director A. Nguyen reported that he thought it was an excellent event and that it felt like a big family.

Director S. Contreras agreed and reported that he appreciated the opportunity to thank and acknowledge District employees.

Report from the Independent Special Districts of Orange County (ISDOC) Quarterly Meeting on March 28, 2019

Director A. Nguyen reported that he enjoyed it and is still learning something new every day.

Director M. Rice reported that the speaker from California Special Districts Association (CSDA) did a great job of presenting what Special Districts do.

Director S. Contreras reported that the California Special Districts Association (CSDA) website looks helpful and contains a lot of information.

CONSENT CALENDAR

None

OLD BUSINESS

None

NEW BUSINESS

A. RESOLUTION NO. 2019-01

(Roll Call Vote)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADOPTING THE 2019-2020 SALARY SCHEDULE

Finance/HR Director R. Housley stated that this resolution is something that the District does annually, in conjunction with the salary schedule, which was already approved by the Board.

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 S. Contreras, to approve Resolution No. 2019-01, adopting the 2019-2020 salary schedule. The motion was approved by the following 3-0 roll call vote:

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

Director A. Krippner arrived at the meeting at 5:19 P.M.

B. RESOLUTION NO. 2019-02

(Roll Call Vote)

A RESOLUTION NO. 2019-02 FIXING THE EMPLOYER CONTRUBUTION RATE AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT (CalPERS All Employees)

Finance/HR Director R. Housley explained that this is a recurring resolution through the MOU process that the Board approved regarding the medical cap for District employees.

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 S. Contreras, to approve adoption of Resolution No. 2019-02, fixing the employer contribution rate at an equal amount for employees and annuitants under the public employees' medical and hospital care act for CalPERS All Employees. The motion was approved by the following 4-0 roll call vote:

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

C. RESOLUTION NO. 2019-03

(Roll Call Vote)

A RESOLUTION NO. 2019-03 FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT (Non-PERS Board of Directors)

Finance/HR Director R. Housley explained that this is a recurring resolution through the MOU process that the Board approved regarding the medical cap for the District's Board of Directors.

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 adoption of Resolution No. 2019-03, fixing the employer contribution at an equal amount for employees and annuitants under the public employees' medical and hospital care act for NonPERS Board of Directors. The motion was approved by the following 4-0 roll call vote:

AYES: S. Contreras, A. Krippner, A. Nguyen, and M. Rice

NAYS:

ABSTAIN:

ABSENT: C. Nguyen

D. Consider Changing the Date of the Thursday, April 25, 2019 Public Budget Workshop/Study Session to Tuesday, April 30, 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. Krippner, to approve changing the date of the previously scheduled Thursday, April 25, 2019 public budget workshop/study session to Monday, April 29, 2019 at 5 P.M. The motion was approved by the following 4-0 vote:

AYES: S. Contreras, A. Krippner, A. Nguyen, and M. Rice

NAYS:

ABSTAIN:

ABSENT: C. Nguyen

INFORMATIONAL ITEMS

A. Orange County Waste and Recycling Memo: Waste Disposal Agreement Contract Rate Increase as of July 1, 2019

GM Robbins stated that every year the consumer price index (CPI) goes up on the District's landfill costs and that the District is absorbing those fees at a cost of approximately \$400,000 per year. He stated that the District has been making cuts for the last ten years and has kept rates the same, but at some point will need to do a rate increase.

Receive and file.

BOARD CONCERNS/COMMENTS

Director Rice asked if the Board would be attending the Mayor's Prayer Breakfast. Directors A. Nguyen, S. Contreras and M. Rice confirmed that they would be attending.

GM/STAFF CONCERNS/COMMENTS

GM Robbins reminded the Board of the Administrative Professionals Day luncheon on Wednesday, April 24, 2019 at noon.

GENERAL COUNSEL CONCERNS/COMMENT

None

CLOSED EXECUTIVE SESSION

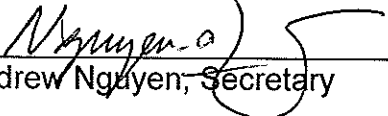
CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government 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 Pro Tem S. Contreras adjourned the meeting to Tuesday, April 23, 2019 at 5:00 P.M. at the District office at approximately 5:34 P.M.



Andrew Nguyen, Secretary