

REGULAR BOARD MEETING MINUTES

April 20, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Rebecca Kujawa, President
Deborah Philips, Vice President
Kathy Hoffman, Director
Charlie Johnson, Director (Zoom)
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Ward, HR Manager/Executive Secretary
Sean Wright, Water Operations Manager
Chris Cummings, Water Operations Assistant Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel (Zoom)

Public: None

Call to Order

Director Kujawa called the meeting to order at 6:01 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Vice President Philips moved to approve the Agenda. Director Hoffman seconded the motion. A roll call vote was conducted, and the motion passed by the following vote:

AYES: Hoffman, Johnson, Kujawa, Philips, Roberts

NOES: None

2) Public Comment

a) General Public

None

b) Community Reports



- **County Fire** – Captain Sam Thomas, Station 10, gave call statistics and shared two safety messages. There has been an increase in vehicle accidents with injuries recently, so his first message was to wear your seatbelts. The second message was to please continue to use the 911 system for emergencies that you are actually seeing or experiencing so they can provide the best service to the community.

3) **Consent Items**

Director Roberts moved to approve the Consent Items. Vice President Philips seconded the motion. A roll call vote was conducted, and the motion passed by the following vote:

AYES: Hoffman, Johnson, Kujawa, Philips, Roberts

NOES: None

4) **Matters Removed from Consent Items**

None

5) **Presentations/Appointments**

None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Action Regarding Resolution No. 2020-13; Board Conduct Amongst Directors and with Staff**

Staff Recommendation: For the Board to review Resolution No. 2020-13; Board Conduct Amongst Directors and with Staff and determine if any modifications are necessary or desired.

Mr. Bartz introduced this item.

The Board reviewed the policy and the consensus of the Board was to leave the policy as it is.

b) **Update on the Proposed Civic Center & Phelan Park Expansion Projects**

Staff Recommendation: None

Mr. Cardenas reported that the state was voting on the endangered status of the Joshua tree. The District is waiting for documentation from the state that the Joshua tree will be removed from the endangered list. He also reported that the county is managing the CEQA document and responses, and the District should be hearing something soon.

No action taken; not an action item.

c) **Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District**

Staff Recommendation: None

Mr. Cardenas reported that the tech memo was submitted to the state and the District is waiting for comments regarding the consolidation plan. The District is also

still waiting for the water rights tech memo, which could take up to 4 more months for a decision to be reached.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – None.
- b) **Engineering Committee (Standing)** – Met last week and reviewed system repairs, projects completed, and discussed new well site.
- c) **Finance Committee (Standing)** – Meeting was cancelled; will be rescheduled.
- d) **Legislative Committee (Standing)** – Meets next month.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Met last week and discussed events schedule.
- f) **Waste & Recycling Committee (Standing)** – Meets in June.

8) **Staff and General Manager's Report**

None

9) **Reports**

a) **Director's Report**

Hoffman – Attended CSDA SDLA conference.

Philips – Attended ASBCSD meeting. Discussed IE Works program for water industry internships.

Roberts – Nothing further to report.

Johnson – Nothing further to report.

b) **President's Report** – Attended ASBCSD meeting and CSDA SDLA conference.

10) **Correspondence/Information** – The items in the packet were noted.

11) **Review of Action Items**

a) **Prior Meeting Action Items**

- Ordinance comments – request for FAQ on website

b) **Current Meeting Action Items**

- Data on tire clean-up stats

12) **Set Agenda for Next Meeting**

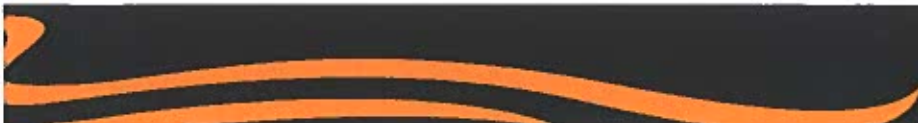
- Regular Board Meeting – May 4, 2022

13) **Recess to Closed Session**

With no further business before the Board, the Board recessed to closed session at 6:23 p.m.

Closed Session: Conference with Legal Counsel
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2)
One Potential Case

Conference with Real Property Negotiators
Pursuant to Government Code Section 54956.8



Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-10)
District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy,
General Counsel
Negotiating Party: Circle Green, Inc.
Under Negotiation: Sublease Agreement

14) **Return to Open Session** – Announcement of Reportable Action
The Board returned to open session at 7:02 p.m.

By a vote of 5-0, the Board authorized the General Manager to accept a claim against the District upon execution of a release by the claimant.

There was no reportable action on the second closed session item.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 7:03 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>



Rebecca Kujawa, President of the Board



Date



Kim Ward, HR Manager/Executive Secretary



Date

