

REGULAR BOARD MEETING MINUTES

September 27, 2023
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Rebecca Kujawa, President
Mark Roberts, Vice President
Chuck Hays, Director
Deborah Philips, Director
Greg Snyder, Director

Board Members Absent: None

Staff Present: Lori Lowrance, Assistant General Manager/CFO
George Cardenas, Engineering Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Assistant Water Operations Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order

President Kujawa called the meeting to order at 5:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Ms. Sevy requested to remove the Closed Session. Director Philips moved to approve the Agenda as amended. Director Snyder seconded the motion. Motion carried 5-0.

2) Public Comment

a) General Public

- A member of the public commented on storm damage repair on Del Rosa Rd. and future garbage truck related damage to roads.

b) Community Reports – None

3) Consent Items

Vice President Roberts moved to approve the consent items. Director Philips seconded the motion. Motion carried 5-0.

4) Matters Removed from Consent Items – None**5) Presentations/Appointments – None****6) Continued/New Agenda Items****a) Presentation, Discussion, & Possible Action Regarding Draft Water Rate Study Report**

Staff Recommendation: None

Mr. Isaac, from IB Consulting, provided a presentation of the draft Water Rate Study Report and answered questions from the Board and public.

No action taken; not an action item.

b) Update on Solid Waste Program Implementation

Staff Recommendation: None

Ms. Sevy provided a presentation. Note: The presentation is available at www.PPHCSD.org.

No action taken; not an action item.

c) Update on the Proposed Civic Center & Phelan Park Expansion

Staff Recommendation: None

Mr. Cardenas provided information on this item.

No action taken; not an action item.

7) Committee Reports/Comments

a) **Engineering Committee (Standing)** – Met and reviewed projects and the water system.

b) **Finance Committee (Standing)** – Has not met since last Board meeting.

c) **Legislative Committee (Standing)** – Has not met since last Board meeting.

d) **Parks, Recreation & Street Lighting Committee (Standing)** – Has not met.

e) **Waste & Recycling Committee (Standing)** – Reviewed the cost of service proposal for a rate study.

8) Staff and General Manager's Report

A revised management report was handed out. Note: The report is on the District's website at www.PPHCSD.org. Mr. Cardenas provided an update on the Phelan Road repair in Sheep Creek Wash.



9) **Reports**

a) **Director's Report**

Philips – Attended ASBCSD where the topic was outreach.

Roberts – Nothing to report.

Hays – Nothing to report.

Snyder – Nothing to report.

b) **President's Report** – Also attended ASBCSD.

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

11) **Review of Action Items**

a) **Prior Meeting Action Items** – Fuel Storage options will be brought to a future Board meeting after proposals are finalized.

b) **Current Meeting Action Items** – Contact MWA about providing a presentation on rampdown and the adjudication at a future meeting.


12) **Set Agenda for Next Meeting**

- Regular Board Meeting – October 11, 2023, 5:00 p.m.

13) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:14 p.m.

Agenda materials can be viewed online at www.pphcsd.org



Rebecca Kujawa, President of the Board



Date



Kim Sevy, HR & Solid Waste Manager/District Clerk



Date

