

## **REGULAR BOARD MEETING MINUTES**

September 24 2025 – 5:00 p.m.  
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  
Chuck Hays, Director  
Jeanna Mills, Director  
Greg Snyder, Director

**Board Members Absent:** None

**Staff Present:** Don Bartz, General Manager  
George Cardenas, Asst. General Manager/Engineering Manager  
Sean Wright, Water Operations Manager  
Chris Cummings, Water Operations Asst. Manager  
Jennifer Oakes, Parks Manager/Board Clerk  
Aimee Williams, Asst. District Clerk/Administrative Specialist

**District Counsel:** Wes Miliband, General Counsel

### **REGULAR BOARD MEETING – 5:00 P.M.**

#### **Call to Order**

President Kujawa called the meeting to order at 5:01 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 Mills seconded the motion. Motion carried 5-0.

#### **2) Public Comment**

a) **General Public** – Mr. Barnes provided a public comment.

##### **b) Community Reports**

- **County Supervisor** – Sam Shoup with Supervisor Cook’s office provided updates from the county.

#### **3) Consent Items**

Director Snyder moved to approve the Consent Items. Vice President 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) **Further Review & Possible Action Regarding Resolution No. 2025-06; Establishing Policies for Board Member Compensation, Reimbursement, and Ethics Training**

Staff Recommendation: For the Board For the Board to review Resolution 2025-06, previously adopted on June 11, 2025, concerning Board Member Compensation, Reimbursement, and Ethics Training, and provide further direction, if necessary.

Mr. Bartz introduced this item. After some discussion, the Board agreed to the following changes:

- Remove A & B categories.
- Return to a per-member cap but increase the amount to \$7,500 per Director.
- Add ADA accommodations language –
  - Accommodation expenses fall under the Director's own \$7,500 budget.
  - Letter from healthcare provider describing limitations or recommendations.
  - Adjust wording in Section 2.5 Ineligible Expenses to reflect ADA accommodations.
- Remove reference to Publication 463 from Section 2.3.4 Meals.

No action taken. Staff will make the requested changes and bring the resolution back for approval at a future Board meeting.

b) **Update on District Projects**

Staff Recommendation: None

Mr. Cardenas provided an update on this item.

No action taken; not an action item.

7) **Committee Reports/Comments**

a) **Engineering Committee (Standing)** – Met yesterday and discussed the water system. A presentation was given by Asterra on satellite leak detection.

b) **Finance Committee (Standing)** – Met last week. SitelogiQ provided a presentation on a possible solar project for the District.

c) **Legislative Committee (Standing)** – Met last week and received legislative updates from Senator Valladares' office.

d) **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing to report.

e) **Waste & Recycling Committee (Standing)** – Nothing to report.

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

Nothing further to report.

**9) Reports****a) Director's Report**

**Hays** – Nothing to report.

**Mills** – Nothing to report.

**Philips** – Attended the CSDA Annual Conference and learned better ways to communicate. Attended ASBCSD where a presentation was given on recruiting talent in the modern job market. Attended Mojave Water Agency's Road Tour at Silverwood Lake and learned about the hydroelectric program.

**Snyder** – Nothing to report.

**b) President's Report** – Attended ASBCSD where the presentation showed an example of a company that was used for recruitment, interns, then hired the person into their workforce.

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

**11) Review of Action Items**

**a) Prior Meeting Action Items** – Completed

**b) Current Meeting Action Items**

- Update Resolution 2025-06 and bring it back for Board approval.

**12) Set Agenda for Next Meeting**

- October 8, 2025 – Meeting cancelled
- October 22, 2025

**13) Recess to Closed Session**

The Board recessed to closed session at 6:00 p.m.

Conference with Legal Counsel – Anticipated Litigation  
(Paragraph (2) of subdivision (d) of Gov. Code § 54956.9)  
One potential case

**14) Return to Open Session – Announcement of Reportable Action**

The Board returned to open session at 6:14 p.m. No reportable action was taken.

**15) 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](http://www.pphcsd.org)

*Rebecca Kujawa*

Rebecca Kujawa, President of the Board

*10/22/25*

Date

*Aimee Williams*

Aimee Williams, Assistant Board Clerk

*10/22/25*

Date

