

REGULAR BOARD MEETING MINUTES

March 16, 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
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
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 6:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Mr. Bartz requested to move Item 6g to be right after Item 6a. Director Hoffman moved to approve the Agenda as amended. Director Roberts seconded the motion. Motion carried 5-0.

2) Public Comment

a) General Public

None

b) Community Reports

- **Congress** – Hayden Bartz, Field Representative for Congressman Obernolte's office, gave a legislative update. Congressman Obernolte's office sent a letter to Governor Newsom requesting a temporary suspension on the California gas tax

and it failed on party line votes. Mr. Bartz also read comments from Congressman Obernolte regarding the Ukraine crisis.

3) Consent Items

Vice President Philips moved to approve the Consent Items. Director Hoffman seconded the motion. Motion carried 5-0.

4) Matters Removed from Consent Items

None

5) Presentations/Appointments

A presentation of the District's Strategic Plan was given by Brent Ives, BHI Management Consulting.

Note: The presentation is available on the District's website.

6) Continued/New Agenda Items

a) Discussion & Possible Adoption of the District's Strategic Plan

Staff Recommendation: For the Board to adopt Resolution No. 2022-09; Establishing a Conflict of Interest Code.

Mr. Bartz presented this item.

Vice President Philips moved to approve the staff recommendation as amended. Director Johnson seconded the motion. Motion carried 4-1.

b) Review of Draft Ordinance No. 2022-02: Establishing Uniform Solid Waste, Recycling and Organic Waste Disposal Requirements

Staff Recommendation: For the Board to review Draft Ordinance No. 2022-02: Establishing Uniform Solid Waste, Recycling and Organic Waste Disposal Requirements.

Ms. Ward presented this item.

No action taken; not an action item.

c) Discussion & Possible Action Regarding Distribution System Dead-End Elimination

Staff Recommendation: Due to budgetary considerations, for staff to continue flushing dead-end lines as necessary, and as scheduled, and to monitor dead-end lines for future looped connection as development occurs.

Mr. Bartz presented this item.

Board consensus was to continue flushing dead-end lines; no action was taken.

d) Discussion & Possible Adoption of Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network Seat B



Staff Recommendation: For the Board to adopt Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network Seat B.

Mr. Bartz presented this item.

Director Johnson moved to approve the staff recommendation. Vice President Philips seconded the motion. Motion carried 5-0.

e) **Discussion & Possible Action Regarding Wilson Ranch Road Pipeline Protection Project**

Staff Recommendation: Staff recommends for the Board to approve the Wilson Ranch Road Pipeline Protection Project in the amount not to exceed \$74,898.36.

Mr. Wright presented this item.

Vice President Philips moved to approve the staff recommendation. President Kujawa seconded the motion. Motion carried 5-0.

f) **Discussion & Possible Approval of Purchase of Materials for the Well No. 15 Pipeline Project**

Staff Recommendation: Staff recommends that the board approve the purchase of 5,820 linear feet of 12" DI350 Ductile Iron Pipe from Inland Water Works in the amount of \$258,990 + 10% material volatility contingency, plus tax and delivery.

Mr. Bartz presented this item.

Director Johnson moved to approve the staff recommendation. Director Roberts seconded the motion. Motion carried 5-0.

g) **Discussion and Possible Action Regarding Election for Regular Special District Member & Alternate Special District Member of the Local Agency Formation Commission**

Staff Recommendation: For the Board to elect individuals for the positions of Regular Special District Member and Alternate Special District Member of the Local Agency Formation Commission (LAFCO).

Mr. Bartz presented this item.

Kevin Kenley, Cucamonga Valley Water District Board member, introduced himself as one of the nominees for the alternate position and answered questions.

Consensus of the Board was to vote for Steven Farrell for the Regular Special District Member position.

Director Johnson moved to vote for Kevin Kenley for the Alternate Special District Member position. Director Johnson seconded the motion. Motion carried 5-0.



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

Staff Recommendation: None

Mr. Cardenas reported that the percolation test was completed today on the 14-acre parcel and the study report will be completed in the next couple of weeks. Work will also be completed on the permit for Joshua tree removal in the next few weeks. KTUA will provide a presentation at the next meeting on the proposed revision of the site.

No action taken; not an action item.

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

Staff Recommendation: None

Mr. Bartz stated that there are no new updates at this time.

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. The pipe purchase that was voted on in tonight's meeting was discussed at the meeting.
- c) **Finance Committee (Standing)** – Meeting on March 23rd.
- d) **Legislative Committee (Standing)** – Meets in May.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Meets on April 12th.
- f) **Waste & Recycling Committee (Standing)** – Met last week. The committee discussed upcoming changes with solid waste and reviewed information on Helendale's recycling center. CR&R let the committee know they offer mattress recycling.

8) Staff and General Manager's Report

None

9) Reports

- a) **Director's Report**
 - Hoffman** – Nothing further to report.
 - Philips** – Will be attending ASBCSD meeting next week and will be up for election for the Director position.
 - Roberts** – Nothing further to report.
 - Johnson** – Commented on the Legislative meeting only being nine minutes long.
- b) **President's Report** – Nothing further to report.

10) Correspondence/Information – The items in the packet were noted.**11) Review of Action Items**

- a) **Prior Meeting Action Items**
 - None
- b) **Current Meeting Action Items**
 - Updates to Solid Waste Ordinance



12) **Set Agenda for Next Meeting**

- Special Board Meeting – March 30, 2022
- Regular Board Meeting – April 6, 2022

13) **Recess to Closed Session**

With no further business before the Board, the Board recessed to closed session at 7:51 p.m.

Closed Session: Conference with Legal Counsel
Real Property Negotiations
Pursuant to Government Code Section 54956.8
Property: Water Rights
District Negotiator: Don Bartz, General Manager
Negotiating Parties: Sheep Creek Mutual Water Company
Negotiation: Consolidation

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

The Board returned to open session at 8:37 p.m.

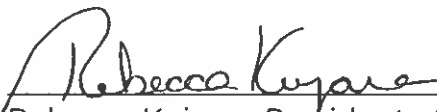
Director Roberts recused himself from the closed session.

There was no reportable action.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 8:37 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

