Phelan Piñon Hills CSD
Established 2008

A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

REGULAR BOARD MEETING MINUTES

October 28, 2026 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371

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

Board Members Absent: None

Staff Present: Don Bartz, General Manager
Jennifer Oakes, Parks Manager/Board Clerk

District Counsel: Wes Miliband, General Counsel

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order

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

Roll Call

All Directors were present at roll call.

1) **Approval of Agenda**
Director Philips moved to approve the Agenda. Director Hays seconded the motion. Motion carried 5-0.

2) **Public Comment**
   a) **General Public**
   None

   b) **Community Reports**
   - Sheriff – Sergeant Necochea provided area call statistics for the month of September.

3) **Consent Items**

a) Approval of Minutes
b) Informational – Summary of Directors' Expenses
c) Approval of Board Stipends/Reimbursements
d) Approval of Disbursements
e) Approval of Contractor Payments

Director Snyder 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) **Chromium-6 Regulatory Compliance, Public Notification, and Surcharge – Informational Update**
Staff Recommendation: Staff recommends that the Board of Directors receive and discuss the informational report regarding the District's Chromium-6 regulatory compliance efforts, public notification requirements, and associated customer surcharge.

No action taken; not an action item.

b) **Civic Center Project History and Funding – Informational Update**
Staff Recommendation: Review and discuss the informational report regarding the history, development, funding, and public process associated with the District's Civic Center project.

No action taken; not an action item.

c) **Reject the Sole Proposal Received for the Civic Center Furniture, Fixtures, and Equipment Package (RFP No. 2026-01) and Authorize Staff to Revise and Re-advertise the Package**
Staff Recommendation: Staff recommends the Board of Directors (1) reject all proposals received on September 8, 2026 for the Civic Center Furniture, Fixtures, and Equipment package; (2) authorize the General Manager to revise the solicitation documents and re-advertise the package; and (3) find that this action is not a project under the California Environmental Quality Act.

President Kujawa motioned to reject the proposal received September 8, 2026 for the Civic Center Furniture, Fixtures, and Equipment package, authorize the General

Manager to revise the solicitation documents and re-advertise the package, and find that this action is not a project under the California Environmental Quality Act. Director Philips seconded the motion. Motion carried 5-0.

d) **Discussion and Possible Action for the Purchase of a 600-amp SCE Service Panel & Manual Transfer Switch for Well 18**
Staff Recommendation: Staff recommends the Board approve the quote from Walters Wholesale in the amount of $74,639.62 for purchase of the required 600-amp SCE Service Panel and Manual Transfer Switch for Well 18.

Director Snyder motioned to approve the purchase of the required 600-amp SCE Service Panel and Manual Transfer Switch for Well 18 in the amount of $74,639.62. President Kujawa seconded the motion. Motion carried 5-0.

e) **Discussion and Possible Action for the Purchase and Installation of a 350-hp Production Motor, Pump, Column Pipe, Tube and Shaft for Well 18**
Staff Recommendation: Staff recommends the Board approve the quote from General Pump Company in the amount of $342,801.48 for the purchase and installation of Well 18's production pumping equipment to include a 350-hp vertical turbine motor, pump, column pipe, tube and shaft.

Director Mills motioned to the purchase and installation of Well 18's production pumping equipment in the amount of $342,801.48. Director Philips seconded the motion. Motion passed 3-0, with Director Snyder and Director Hays abstaining.

f) **Update on District Projects**
Staff Recommendation: None

Mr. Bartz and Mr. Cooper, Construction Manager for the Civic Center Project, introduced this item and provided updates on the Civic Center, Phelan Park Enhancement, and Phelan Park Expansion projects.

No action taken; not an action item.

7) **Committee Reports/Comments**
   a) **Engineering Committee (Standing)** – Has not met.
   b) **Finance Committee (Standing)** – Has not met, but has a special meeting scheduled for November 17, 2026.
   c) **Legislative Committee (Standing)** – Director Philips noted the minutes in the packet and gave a verbal report of the committee's presentation regarding Legislative Advocacy and mentioned the scheduling of another upcoming presentation. Mr. Bartz noted that staff is working on scheduling.

d) **Parks, Recreation & Street Lighting Committee (Standing)** – Noted that the Committee met on October 27, 2026 and discussed the recent Parks outreach.
e) **Waste & Recycling Committee (Standing)** – Has not met.

President Kujawa provided a report from the Ad Hoc Personnel Policies Committee, and Director Philips provided a report from the Ad Hoc General Manager's Employment Agreement Committee.

8) **Staff and General Manager's Report**
Nothing further was noted.

9) **Reports**
a) **Director's Report**
Hays – Nothing to report.
Mills – Nothing to report.
Philips – Reported her attendance at the recent ASBCSD meeting.
Snyder – Nothing to report.

b) **President's Report**
Noted her participation in training courses, with certificates from those trainings included in the packet.

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

11) **Review of Current Meeting Action Items**
a) **Prior Meeting Action Items**
- Hydraulic Model Presentation – Pending completion of work currently being conducted on the model
- GIS Presentation – Pending re-scheduling due to item cancellation at meeting
- Legislative Advocacy Services – Pending re-scheduling due to meeting cancellation

b) **Current Meeting Action Items**
- Director Snyder provided a list of specific questions that he would like addressed at the next meeting.

12) **Set Agenda for Next Meeting**
- November 11, 2026 – Canceled due to the Veteran's Day holiday.
- November 18, 2026 – Special Meeting

13) **Recess to Closed Session**
The Board recessed to closed session at 5:35 p.m.

a) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Gov. Code § 54957)
Title: General Manager

b) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Paragraph (2) of subdivision (d) of Gov. Code § 54956.9)
Significant exposure to litigation: One potential case

14) **Return to Open Session – Announcement of Reportable Action**
The Board returned to open session at 5:55 p.m. No reportable action was taken.

15) **Adjournment**
With no further business before the Board, the meeting was adjourned at 5:55 p.m.

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

Jennifer Oakes, Board Clerk

10-29-26
Date