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REGULAR BOARD MEETING MINUTES

September 21, 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
Mark Roberts, Director

Board Members Absent: None

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

District Counsel: Steve Kennedy, General Counsel (Zoom)

REGULAR BOARD MEETING – 6:00 P.M.

Call to Order

President 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

Director Hoffman moved to approve the Agenda as amended. Vice President Philips seconded the motion. Motion carried 4-0.

2) Public Comment

a) General Public

Public comment was given by:

- Peter Barnes

NOTE: Written comments submitted prior to or during the meeting are added to the minutes.



b) **Community Reports**

- **Congress** – Hayden Bartz

3) **Consent Items**

Staff requested to remove Item 3a which will be brought back to the next meeting. Vice President Philips moved to approve the remaining Consent Items. Director Roberts seconded the motion. Motion carried 4-0.

4) **Matters Removed from Consent Items**

Item 3a will be brought back to the next meeting.

5) **Presentations/Appointments**

None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Action Regarding Addition of New Position for Solid Waste**

Staff Recommendation: For the Board to authorize the addition of a fulltime position for solid waste.

Ms. Sevy introduced this item.

No action taken. This item will be brought back to the next meeting.

b) **Discussion & Possible Approval to Enter into a Professional Services Agreement with KTUA for 65% Design Work for the Phelan Community Park Expansion**

Staff Recommendation: For the Board to approve the PSA with KTUA for the amount not to exceed \$464,905.

Mr. Cardenas introduced this item.

Sophie Steeno with Steeno Design Studio, Inc. was in attendance and presented on this item.

Mike Singleton and Matt Wilkins with KTUA were in attendance and presented on this item.

Director Roberts moved to approve the staff recommendation. Vice President Philips seconded the motion. Motion carried 4-0.

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

Staff Recommendation: None

Nothing further to report.

7) **Committee Reports/Comments**

a) **Engineering Committee (Standing)** – Met last week. Well drilling is scheduled to begin in October. Discussed pressure zone 6, recharge basin, and battery storage for well sites.

b) **Finance Committee (Standing)** – Meets in October.



- c) **Legislative Committee (Standing)** – Meets in November.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Meets in October.
- e) **Waste & Recycling Committee (Standing)** – Met last week. Trash has over 5,000 customers now. Continuing to work on details of de minimis.

8) **Staff and General Manager’s Report**
Nothing further to report.

9) **Reports**

- a) **Director’s Report**
 - Philips** – Attended the ASBCSD meeting where there was a presentation on marketing.
 - Hoffman** – Attended the ASBCSD meeting.
 - Roberts** – Asked about the Senior Lunch Program.
- b) **President’s Report** – Attended the ASBCSD meeting.

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

11) **Review of Action Items**

- a) **Prior Meeting Action Items** – Complete (Register Mark for ACWA)
- b) **Current Meeting Action Items** –
 - Additional information requested for SW position.
 - Bring back Item 3a.

12) **Set Agenda for Next Meeting**

- Regular Board Meeting – October 5, 2022

13) **Adjournment**

With no further business before the Board, the meeting was adjourned at 7:10 p.m.

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



Rebecca Kujawa, President of the Board



Date



Kim Ward, HR Manager/Executive Secretary



Date



Please read this comment into the record during Public Comment:

This comment addresses the Minutes for the previous meeting under Agenda Item 3A: The Minutes paraphrase my comments and, by doing so, omit the point I was making regarding the CSD's Out of District Service Policy and my point regarding the need to address the needed wells and water rights when receiving such requests.

It would be more accurate to state: "MS Rhoden urged the Board to vote no on the request; asked if a project could be denied after the approval of the "Will Serve Letter"; suggested the Board may want to review its Out of District policy in light of Sheep Creek Water's decision to end consolidation discussions; complimented Mr. Bartz on his efforts to negotiate an outstanding proposal; and pointed out that the District should expect more such requests and cannot approve them without the needed wells and water rights as outlined in the Technical Analysis of Water Rights."

I respectfully request that the Minutes be corrected to reflect the above and that this letter be included in the record of this meeting.

The Board may also want to consider the Minutes reflecting the comments by Director Roberts. Director Roberts shared the history of the Out of District Policy which was to establish a reciprocal policy between the CSD and Sheep Creek Water when the water lines of one agency were closer to a property that lies in the other district and pointed out that the request from Mr. Howard did not meet the current Out of District Policy.

Thank you for your consideration.
Sincerely,
Cheryl D. Rhoden