

REGULAR BOARD MEETING MINUTES

October 19, 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
- 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

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

2) Public Comment

a) General Public

None

b) Community Reports

- **County Supervisor** – Kimberly Meses, District Director for Supervisor Cook, noted that public works will be in the area for the next few months working on turn lanes at several intersections. The stop sign at Johnson and Duncan is being installed. The decision on the Joshua Tree listing was extended until February by the Fish and Game Commission.

3) Consent Items

Director Hoffman moved to approve the Consent Items. Vice President Philips seconded the motion. Motion carried 4-0.

4) Matters Removed from Consent Items

None

5) Presentations/Appointments

None

6) Continued/New Agenda Items**a) Discussion & Possible Action Regarding Extension of Well and Booster Maintenance and Repair Annual Services Agreement with General Pump**

Staff Recommendation: For the Board to approve the attached one-year extension to the existing pump and well services maintenance contract with the 7.6% labor and equipment rate increase.

Mr. Wright introduced this item.

Director Hoffman moved to approve the extension of the agreement for one year and for the agreement to go to bid next year. Vice President Philips seconded the motion. Motion carried 4-0.

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

Staff Recommendation: None

Mr. Bartz noted the decision on the Joshua tree listing has been delayed by the Department of Fish and Wildlife until next February.

No action taken; not an action item.

7) Committee Reports/Comments

a) **Engineering Committee (Standing)** – Met and reviewed the pump agreement.

b) **Finance Committee (Standing)** – Met yesterday and reviewed the audit report which will go the Board in November.

c) **Legislative Committee (Standing)** – Meets in November.

d) **Parks, Recreation & Street Lighting Committee (Standing)** – Met last week and discussed events. Santa has been secured for the Tree Lighting Ceremony. Discussed the movies and the park conflict with football games at Serrano in September.

e) **Waste & Recycling Committee (Standing)** – Met last week. Still working on a self-haul solution. Minutes are in the packet.

8) Staff and General Manager's Report

Nothing further to report.

9) Reports

a) **Director's Report**



Philips – Attended ASBCSD where the Brown Act was discussed related to virtual meetings.

Hoffman – Nothing further to report.

Roberts – Nothing further to report.

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** – Bring back policy regarding prohibition of private use of the District's logo.

b) **Current Meeting Action Items** – None

12) **Set Agenda for Next Meeting**

- Regular Board Meeting – November 2, 2022

13) **Recess to Closed Session**

With no further business before the Board, the Board recessed to closed session at 6:18 p.m.

Closed Session: Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4)
One Potential Case

Conference with Real Property Negotiators
Pursuant to Government Code Section 54956.8
Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-10)
District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy,
General Counsel
Negotiating Party: Circle Green, Inc.
Under Negotiation: Sublease Agreement

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

The Board returned to open session at 7:46 p.m.

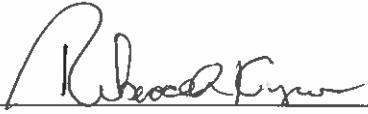
Regarding the first closed session item, the General Manager was provided Board direction. There was no other reportable action.

Regarding the second closed session item, the Board unanimously authorized the execution of a license agreement subject to revisions to the agreement at the concurrence of General Counsel and General Manager. There was no other reportable action.

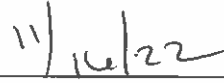
15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 7:47 p.m.

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



Rebecca Kujawa, President of the Board



Date



Kim Sevy, HR Manager/Executive Secretary



Date

