



Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

REGULAR BOARD MEETING
January 16, 2019
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371

MINUTES

Board Members Present: Alex Brandon, President
Charlie Johnson, Vice President
Kathleen Hoffman, Director
Deborah Philips, Director
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Sean Wright, Water Operations Manager
Kim Ward, HR Manager/Executive Secretary
Joy Berry, Administrative Technician III

District Counsel: Steve Kennedy, General Counsel

BOARD MEETING – 6:00 p.m.

Call to Order

President Brandon called the Meeting to order at 6:00 p.m.

Roll Call

All Directors were present at Roll Call.

1. Approval of Agenda

Mr. Bartz requested to move Item 6d before Item 6a. Director Hoffman moved to approve the Agenda as amended. Vice President Johnson seconded the motion. Motion passed unanimously.

2. Public Comment

a. General Public

- David Nilsen provided suggestions for Parks and Recreation and commented on illegal dumping in the community.

b. Community Reports

- **Sheriff** – Sergeant Vaccari noted the phone number for the Phelan Sub-station changed about a month ago. The new number is 760-995-8781.
- **County Supervisor** – Susan Drake, Constituent Services Representative for Supervisor Lovingood, noted Mr. Lovingood was voted in as chairman of LAFCO, providing representation for the area. Mentioned the Planning Commission voted to ban all utility scale industrial solar in unincorporated areas with community plans; there will be a hearing on January 29, 2019. Noted annual Veterans Resource Fair on May 30, 2019.

3. Consent Items

Vice President Johnson moved to approve the Consent Items. Director Philips seconded the motion. Motion passed unanimously.

4. Matters Removed from Consent Items - None**5. Presentations/Appointments - None****6. Continued/New Agenda Items – Action Items**

- a. **Discussion & Possible Action Regarding Resolution No. 2018-13; Conflict of Interest Code**
Staff Recommendation: For the Board to review Resolution No. 2018-13; Adopting a Conflict of Interest Code and determine if any revisions are necessary.

Mr. Bartz & Mr. Kennedy introduced this item.

After discussion, consensus of the Board was to bring back the Resolution with revisions for approval at the next Board meeting.

- b. **Discussion & Possible Action Regarding Ordinance No. 2012-01; Setting Compensation for the District's Board of Directions**

Staff Recommendation: Staff recommends for the Board to review Ordinance No. 2012-01; Setting Compensation for the District's Board of Directors, and determine if any revisions are necessary.

Mr. Bartz & Mr. Kennedy introduced this item.

After a discussion, consensus of the Board was to take no action.

- c. **Discussion & Possible Action Regarding Resolution No. 2017-01; Establishing Policies for Board Member Compensation, Reimbursement, and Ethics Training**

Staff Recommendation: For the Board to review Ordinance No. 2017-01; Establishing Policies for Board Member Compensation, Reimbursement, and Ethics Training

Mr. Kennedy introduced this item.

After discussion, consensus of the Board was to bring back the Resolution with revisions for approval at the next Board meeting.

- d. **Update on Sheep Creek Mutual Water Company's Consolidation Study**

NOTE: This Item was discussed before Items 6a.

Mr. Bartz introduced this item and gave a presentation on the findings in Sheep Creek's water consolidation study.

NOTE: The Presentation is available to view on the District's website at www.pphcsd.org

7. Committee Reports & Comments

- a. **Engineering Committee (Standing)** – Nothing to report.
b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Hoffman mentioned they had their first meeting and they discussed calendars. The next meeting will include the budget and review of Phelan Phun Days. Meeting time and date to remain the same.

- c. **Finance Committee (Standing)** – Vice President Johnson discussed the upcoming budget schedule and asked the Board to contact Ms. Ward soon if there is a conflict.
 - d. **Legislative Committee (Standing)** – Nothing to report.
 - e. **Waste & Recycling Committee (Standing)** – Will meet tomorrow.
 - f. **Adjudication Committee (Ad Hoc)** – Nothing to report.
 - g. **Property Management Committee (Standing)** – Nothing to report.
8. **Staff and General Manager’s Report** – Nothing further to report
9. **Reports**
- a. **Director’s Report**
 - Hoffman** – Nothing to report.
 - Roberts** – Congratulated the new Board Members.
 - Johnson** – Noted the Engineering Committee should meet with SCWC when it’s appropriate. Suggested inviting SCWC to the Engineering Committee Meeting.
 - Philips** – Noted she attended Mojave Water Agency board meeting last Thursday.
 - b. **President’s Report** – Attended Mojave Water Agency board meeting. Also attended swearing in of County Auditor/Controller/Treasurer/Tax Collector. Noted Solid Waste & Recycling Committee meeting tomorrow at 8am.
10. **Correspondence/Information** – The items in the packet were noted.
11. **Review of Action Items**
- a. **Previous Meeting** – Completed
 - b. **Current Meeting** – None
12. **Set Agenda for Next Meeting** – February 6, 2019
- Financial policy reviews
 - Resolution for Board Compensation
 - Resolution for Conflict of Interest Code
13. **Adjournment**
 With no further business before the Board, the meeting adjourned at 8:11 p.m.

Link to Agenda Materials and Handouts: <http://www.pphcsd.org>



 Alex Brandon, President of the Board

FEB 12 2019

 Date



 Kim Ward, HR Manager/Executive Secretary

FEB 12 2019

 Date