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REGULAR BOARD MEETING MINUTES

February 17, 2021
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Kathy Hoffman, President
Rebecca Kujawa, Vice President
Charlie Johnson, Director (Zoom)
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 (Zoom)
Kim Ward, HR Manager/Executive Secretary

District Counsel: Steve Kennedy, General Counsel (Zoom)

REGULAR BOARD MEETING – 6:00 p.m.

Call to Order

President Hoffman 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 Roberts moved to approve the Agenda as amended. Director Philips seconded the motion. Motion carried 5-0.

2) Public Comment

- a) **General Public** – None
- b) **Community Reports** – None

3) Consent Items

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

4) Matters Removed from Consent Items

None

5) Presentations/Appointments



None

6) Continued/New Agenda Items

a) Discussion & Possible Action Regarding Resolution No. 2021-02; Establishing Policies for Board Member Sexual Harassment Prevention Training & Modifying Section 7.5.9 of the District's Personnel Manual

Staff Recommendation: For the Board to adopt Resolution No. 2021-02; Establishing Policies for Board Member Sexual Harassment Prevention Training, and to modify Section 7.5.9 of the District's Personnel Manual.

Ms. Ward introduced this item.

After discussion, Director Philips moved to approve the staff recommendation. Director Johnson seconded the motion. Motion carried 5-0.

b) Discussion & Possible Action Regarding Vehicle for the General Manager

Staff Recommendation: For the Board to consider allocating a vehicle stipend for the General Manager or to authorize staff to purchase a District vehicle for use by the General Manager in a not-to-exceed amount determined by the Board.

Mr. Bartz introduced this item.

After discussion, Director Philips moved to table this item until the first Board meeting in October. Vice President Kujawa seconded the motion. Motion carried 3-2 in a roll call vote with a Director Roberts and Director Johnson opposed.

c) Discussion & Possible Action Regarding Redevelopment and Chromium-6 Mitigation for Well No. 6A

Staff Recommendation: Staff recommends for the Board to approve the attached scope of work for redevelopment and Chromium-6 mitigation for Well No. 6A.

Mr. Bartz presented this item.

After discussion, Director Johnson moved to authorize redevelopment and Chromium-6 mitigation for Well No. 6A in an amount not to exceed \$50,000; staff to bring this item back to the Board for authorization of additional funds, if necessary. Motion carried 5-0.

d) Update on the Proposed Phelan Park Expansion Project

Staff Recommendation: None

Tom Steeno provided a presentation on this item.

Note: This item was moved before Item 6a. Items presented are posted on the District's website.

No action taken; not an action item.



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

Staff Recommendation: None

Mr. Bartz reported that the next meeting with the state is on March 4, 2021. There is not a lot happening right now. He reached out to MWA to see how consolidation will fit in with the adjudication.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – Nothing to report.
- b) **Engineering Committee (Standing)** – Discussed Smithson Springs, service line replacements, and meter replacements.
- c) **Finance Committee (Standing)** – Nothing to report.
- d) **Legislative Committee (Standing)** – Met last week.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing new to report.
- f) **Waste & Recycling Committee (Standing)** – Meets next month.

8) **Staff and General Manager's Report**

Nothing further to report.

9) **Reports**

- a) **Director's Report**
 - Kujawa** – Nothing to report.
 - Johnson** – Nothing to report.
 - Philips** – Nothing to report.
 - Roberts** – Nothing to report.
- b) **President's Report** – Nothing to report.

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

11) **Review of Action Items**

- a) **Prior Meeting Action Items** – Completed
- b) **Current Meeting Action Items**
 - What is the District's valve turning goal?
 - How many hydrants does the District have and what are normal goals?
 - What is the schedule for meter replacements/which cycles to be done when?

12) **Set Agenda for Next Meeting**

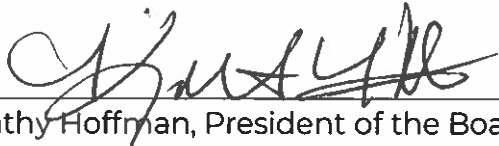
- **Regular Board Meeting** – March 3, 2021
 - SDRMA Board Election
 - Parks Consultant
 - Steeno Contract

13) **Adjournment**

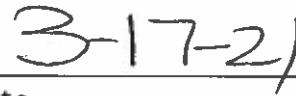
With no further business before the Board, the meeting adjourned at 7:32 p.m.



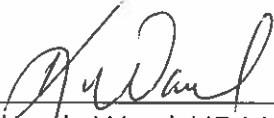
Agenda materials can be viewed online at <https://www.pphcsd.org>



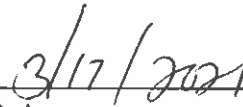
Kathy Hoffman, President of the Board



Date



Kimberly Ward, HR Manager/Executive Secretary



Date

