



Phelan Piñon Hills Community Services District

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

SPECIAL & REGULAR BOARD MEETING

March 20, 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
Steve Lowrance, Parks Supervisor

District Counsel: Steve Kennedy, General Counsel

CLOSED SESSION – 5:00 a.m.

Call to Order

President Brandon called the Meeting to order at approximately 5:00 p.m.

Roll Call

All Directors were present at Roll Call.

- 1. Approval of Agenda**
The Agenda was approved.
- 2. Public Comment – None**
- 3. Closed Session:** Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2)
One Potential Case

BOARD MEETING – 6:00 p.m.

Call to Order

President Brandon called the Meeting to order at 6:03 p.m.

Roll Call

All Directors were present at Roll Call.

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**Phelan Piñon Hills
Community Services District**

P.O. Box 294049, Phelan, CA 92329
E-mail: PPHCSD.org

4. Approval of Agenda

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

Reportable Closed Session Action – No reportable Action

5. Public Comment**a. General Public**

Steve Donde, on behalf of himself and neighbors around Sundown and Wilson Ranch Road, commented on road grading.

Pete Petros commented on a valve in the road.

Steve Chester regarding hydrants and blowpipe in the center of the road and potential for accidents.

Harold Gabriel of Wagon Train Ranch stated all the roads being discussed are not maintained by the county. Commented on his dissatisfaction with a staff member. Noted the various ways roads can be damaged. Invited the Board to come out and see Wagon Train Ranch and its two historical monuments.

Larry Geddes asked if he was allowed to grade his road; President Brandon provided an explanation.

b. Community Reports – None

- a. **County Supervisor** – Vice President Johnson addressed Ms. Drake regarding the condition of Phelan Road and Johnson Road area.
- b. **Sheriff** – Sergeant Vaccari provided the call statistics for the February. Captain Herbert was promoted to Deputy Chief; he will be Chief of Desert Bureau. Sergeant Krusbe will be returning to Phelan as Captain.
- c. **School District** – Dr. Holman regarding partnerships with District. Thanked staff regarding the outreach and the opportunity to paint the water tanks. Noted the Community Cabinet, specifically the community garden and how it benefits the students. Noted transportation survey. Noted upcoming SJUSD Plan which they will be reaching out for participation in the development of the plan.
- d. **Mojave Water Agency** – Richard Hall provided a legislative update and noted MWA's concerns with a recharge basin in the District.

6. Consent Items

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

7. Matters Removed from Consent Items – None**8. Presentations/Appointments – None****9. Continued/New Agenda Items – Action Items**

- a. **Discussion & Possible Action Regarding Approval to Solicit Bids for the Community & Senior Center, District Office, and Phelan Park Parking Lot Rehabilitation & Improvements Project**

Staff Recommendation: For the Board to authorize staff to solicit bids for the Phelan Community & Senior Center, District Office, and Phelan Park Parking Lot (“parking lot”) Rehabilitation and Improvements Project.

Mr. Cardenas introduced this item.

Vice President Johnson moved to approve the staff recommendation. Director Hoffman seconded the motion. Motion passed unanimously.

b. Discussion & Possible Action Regarding CSDA Board of Directors Call for Nominations for Seat B

Staff Recommendation: None

Mr. Bartz introduced this item.

No action taken.

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

Staff Recommendation: For the Board to review Resolution No. 2017-01; Establishing Policies for Board Member Compensation, Reimbursement, and Ethics Training, and determine if any modifications are necessary.

Mr. Bartz introduced this item.

After much discussion, consensus of the Board was to bring this item back to the next meeting with proposed suggestions for Board discussion and possible action.

7. Committee Reports & Comments

- a. **Adjudication Committee (Ad Hoc)** – Nothing to report.
- b. **Employee Compensation & Benefits Committee (Ad Hoc)** - Nothing to report.
- c. **Engineering Committee (Standing)** – Discussion about water system dead end lines.
- d. **Finance Committee (Standing)** - Nothing to report.
- e. **Legislative Committee (Standing)** – Special meeting time of 10am.
- f. **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing to report.
- g. **Property Management Committee (Standing)** – Nothing to report.
- h. **Waste & Recycling Committee (Standing)** – Special meeting on March 28, 2019.

- 8. Staff and General Manager’s Report** – Thanked Vice President Johnson for putting Sheep Creek’s agenda in packet for review. He asked Vice President Johnson what happened at the meeting regarding letter of intent and resolution on their agenda; discussion. Mr. Bartz noted the upcoming shareholders meeting and what might occur there and how he advised Sheep Creek to let the shareholders in on the information and ahead of time. Discussion regarding Director Hall’s report.

9. Reports

a. Director’s Report

Johnson – Received an email from CSDA regarding Elsinore Valley Water District and their program for a hot water re-circulator rebate program and if the District should look into the program.

Philips – Attended some CSDA webinars, the ASBCSD meeting, and MWA’s “Today in Water” meeting.

Hoffman – Question about chlorine in the water; discussion about chlorine residuals.

Roberts – Nothing to report.

d. **President’s Report** – Noted AB510. He wrote a letter about AB510 and described what it is about and how it could impact the District. He commented on stipend reports.

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

11. **Review of Action Items**

- a. **Previous Meeting** – None
- b. **Current Meeting** – None

12. **Set Agenda for Next Meeting** – April 3, 2019

- Commercial Solid Waste Plan of Action
- Adoption of the Parks Master Plan
- Board Reimbursement Policy
- Budget Policy

13. **Adjournment**

With no further business before the Board, the meeting adjourned at 8:40 p.m.

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



Alex Brandon, President of the Board

5-1-2019

Date



Kim Ward, HR Manager/Executive Secretary

5/1/2019

Date