



Phelan Piñon Hills Community Services District

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REGULAR BOARD MEETING
June 3, 2020
Phelan Community Center & Via Conference Call
4128 Warbler Road, Phelan, CA 92371

MINUTES

- Board Members Present:** Charlie Johnson, President
Kathleen Hoffman, Vice President
Rebecca Kujawa, Director
Deborah Philips, Director
Mark Roberts, Director
- Board Members Absent:** None
- Staff Present:** Don Bartz, General Manager
Lori Lowrance, Administrative Services Manager
Sean Wright, Water Operations Supervisor
George Cardenas, Engineering Manager
Kim Ward, HR Manager/Executive Secretary
- District Counsel:** Steve Kennedy, General Counsel

REGULAR BOARD MEETING – 6:00 p.m.

Call to Order

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

Roll Call

All Directors were present at Roll Call.

1. Approval of Agenda

Director Philips moved to approve the Agenda. Director Roberts seconded the motion. Motion passed unanimously.

2. Public Comment

- a. **General Public** – A statement was read by Ms. Ward on behalf of Mr. Tuck.
- b. **Community Reports** – Dr. Holman provided an update on the school district, including the Serrano graduation events and the parent survey which will be shared on the District's social media pages and website.

3. Consent Items

Director Roberts asked for an explanation on President Johnson's stipend.

Director Roberts moved to approve the consent items. Vice President Hoffman seconded the motion. Motion passed unanimously.

4. Matters Removed from Consent Items

None.

5. Presentations/Appointments

The 2020 Earth Day Art Contest winners were announced. The presentation can be viewed on the District's website.

6. Continued/New Agenda Items – Action Items**a. Public Hearing on the District's 2020/2021 Budget**

President Johnson declared the public hearing open at 6:15 p.m.

1) Secretary's Report

Ms. Ward reported the District received zero written protests, objections, or comments on the proposed adoption of the Final Budget for 2020/2021.

2) Attorney's Report

Mr. Kennedy reported the notice of public hearing was published in the Mountaineer Progress on May 14th & 21st, 2020. The notice of public hearing was posted in the District office and on the District website on May 14th, 2020. Copies of the 2020/2021 Budget have been made available in the District office and on the District website in accordance with applicable law. Compliance with all legal requirements for this hearing are within the manner and time specified in the Government Code.

3) Staff's Report

Mr. Bartz reported the Board reviewed the draft budget detail in the following public meetings: Finance Committee meetings, workshops and Board Meetings held February 25, April 9, April 15, and May 19, 2020. The budget schedule was made available online, in the newspaper, and in the office to encourage public attendance. Staff made changes, as recommended by Board throughout the process, and the various draft budgets were made available to the public for review on the District website, in agenda packages, and in the District office.

4) Public Comment

None

Vice President Hoffman moved to close the public hearing. Director Kujawa seconded the motion. Motion passed unanimously and the public hearing was declared closed at 6:18 p.m.

b. Discussion and Possible Approval of Resolution No. 2020-06; Adopting the Annual Budget for the Fiscal Year Ending June 30, 2021

Staff Recommendation: That the Board adopt Resolution No. 2020-06; Adopting the Annual Budget for the Fiscal Year Ending June 30, 2021.

Mr. Bartz presented this item.

Director Roberts moved to approve the staff recommendation. Director Philips seconded the motion. Motion passed unanimously.

- c. **Discussion and Possible Action Regarding Sale of the District’s Sheep Creek Shares**
 Staff Recommendation: For the Board to authorize staff to sell the District’s shares of Sheep Creek Mutual Water Company.

Mr. Bartz presented this item.

After some discussion, Director Roberts moved to sell the shares unless there was a legal reason Sheep Creek’s bylaws did not allow the sale with the initial price to be no more than \$400 per share. Director Philips seconded the motion. An earthquake occurred. Motion passed unanimously.

- d. **Discussion and Possible Action Regarding Credit Card Fees & Late Fees**
 Staff Recommendation: For the Board to authorize staff to continue waiving the \$2 credit card fee for payments made online and over the phone until September 2020 and to continue to waive late fees until disconnections resume.

Ms. Lowrance and Mr. Bartz presented this item.

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

7. Committee Reports & Comments

- a. **Antelope Valley Adjudication Committee (Ad Hoc)** – Nothing new to report.
- b. **Engineering Committee (Standing)** – Presentation from MWA regarding the Oeste basin and hoping to develop well sites off the data.
- c. **Finance Committee (Standing)** – Nothing to report.
- d. **Legislative Committee (Standing)** – Nothing further to report.
- e. **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing to report.
- f. **Waste & Recycling Committee (Standing)** – Nothing to report.

8. **Staff and General Manager’s Report** – Mr. Bartz reported staff is meeting with park architect regarding the park expansion concept. A concept will be presented to the Parks Committee and then the Board.

9. Reports

a. Director Reports

Kujawa – Attended virtual legislative days.

Hoffman – Nothing to report.

Philips – She attended virtual legislative days; a written report was in the packet.

Roberts – Nothing to report.

- b. **President’s Report** – He attended Transition Habitat’s webinar on PFAS. Noted PFAS is not in the District’s water. Requested for the District to share information regarding the census on the District’s website and Facebook page. He also requested to put a notice on the District’s website and Facebook page reminding people to register to vote; discussion. He noted that he is disappointed this cannot be done by consensus.

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

11. **Review of Action Items**

- a. **Previous Meeting** – None
- b. **Current Meeting** – Add Snowline’s parent survey to Facebook and website.

12. **Set Agenda for Next Meeting**

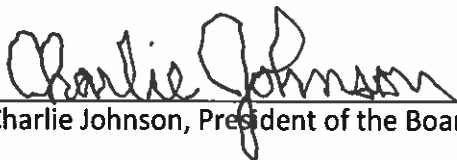
- District Water Meters
- CSDA Seat C Election
- Policy on Sharing Outside Agency Information

Mr. Tuck requested the District have a big party with free beer, soda, hamburgers when the social restrictions are lifted.

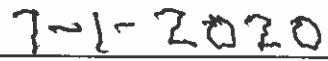
13. **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:55 p.m.


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




Charlie Johnson, President of the Board



Date



Kim Ward, HR Manager/Executive Secretary



Date