



# 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**  
**June 19, 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  
Lori Lowrance, Administrative Services Manager  
George Cardenas, Engineering Manager  
Sean Wright, Water Operations Manager  
Kim Ward, HR Manager/Executive Secretary
- District Counsel:** Steve Kennedy, General Counsel
- CR&R Staff** Brent Speers, General Manager

**SPECIAL BOARD MEETING – 5:00 p.m.**

**Call to Order**

President Brandon called the Meeting to order at 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. Recess to Closed Session**

**Closed Session:** Public Employee Performance Evaluation  
(Government Code Section 54957)  
Title: General Manager

- 4. Return to Open Session – Announcement of Reportable Action**  
There was no reportable action.

**4. Adjournment**

With no further business before the Board, the meeting adjourned at approximately 5:45 p.m.

**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.

**5. Approval of Agenda**

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

**6. Public Comment**

- a. **General Public** – Dave Feller noted his objections to the requirement for businesses to recycle.

ACTION ITEM: Add solid waste & recycling ordinances to next agenda.

- b. **Community Reports** – None

**7. Consent Items**

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

**8. Matters Removed from Consent Items – None****9. Presentations/Appointments – “System Improvements” by Don Bartz, General Manager****10. Continued/New Agenda Items – Action Items**

- a. **Public Hearing on Proposed Solid Waste & Recycling Rates**

President Brandon declared the Public Hearing open at 6:27 p.m.

- 1) **Secretary’s Report**

Mr. Bartz reported the District received zero written protests, comments, or objections on the proposed modification and adjustment of rates for solid waste & recycling service.

- 2) **Attorney’s Report**

Mr. Kennedy reported the notice of public hearing was mailed by May 3, 2019, and was published in the Mountaineer Progress on May 30, 2019, June 6, 2019, and June 13, 2019. Copies of the notice and proposed modification and adjustment of rates for solid waste & recycling service have been made available in the District office and on the District website in accordance with applicable law. A public meeting was held on June 5, 2019, regarding the proposed modification and adjustment of rates for solid waste & recycling service where there were no public comments or questions.

Compliance with all legal requirements for this hearing were within the manner and time specified in the Government Code.

- 3) **Staff’s Report**

Mr. Bartz reported that last year, the commercial rate increase was deferred and the residential rate increase was accepted by the Board. In order for new rates to be implemented, certain steps needed to be taken, in compliance with Proposition 218, which included scheduling and noticing a public hearing date. On May 1, 2019, the Board set the public meeting date for June 5, 2019, and the Public Hearing date for June 19, 2019.

The rate schedule was submitted and developed by CR&R to include CPI and a Solid Waste Facility Fee Adjustment. If adopted, these rates will become effective July 1, 2019.

**4) Public Comments, Protests, and Objections**

Dave Feller from Phelan Express noted his objections regarding the rate increase and his objections to mandatory recycling.

Director Hoffman moved to close the Public Hearing. Director Philips seconded the motion. Motion passed unanimously and President Brandon declared the Public Hearing closed at 6:39 p.m.

**b. Discussion & Possible Action Regarding Resolution No. 2019-10; A Resolution Determining That There Was No Majority Protest to Proposed Increases to Refuse Collection Services Charges & Adopting a Rate Schedule for Such Charges & Superceding Existing Applicable Rates**

Staff Recommendation: For the Board to adopt Resolution No. 2019-10 thereby adopting a new rate schedule for refuse collection service charges.

Mr. Bartz introduced this item.

Mr. Speers provided an overview of the rate increase and answered questions from the Board.

Director Roberts moved to approve staff's recommendation. Director Hoffman seconded the motion. Motion passed unanimously.

**c. Discussion & Possible Adoption of Resolution No. 2019-11; Establishing an Appropriations Limit for Fiscal Year 2019/2020**

Staff Recommendation: For the Board to approve Resolution No. 2019-11; Establishing an Appropriations Limit for Fiscal Year 2019/2020.

Ms. Lowrance introduced this item.

Director Roberts moved to approve staff's recommendation as amended. Director Philips seconded the motion. Motion passed unanimously.

**d. Discussion & Possible Action Regarding Lease Revenues for the 2018/2019 Fiscal Year**

Staff Recommendation: For the Board to authorize staff to use the lease revenues for the 2018/2019 fiscal year to help pay down reserves loans.

Ms. Lowrance introduced this item.

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

e. **Discussion & Possible Action Regarding Possible Cancellation of the July 3, 2019, Board Meeting**

Staff Recommendation: For the Board to discuss whether or not to cancel the July 3, 2019, Board Meeting.

Mr. Bartz introduced this item.

No action taken; the meeting will be held as scheduled.

7. **Committee Reports & Comments**

- a. **Adjudication Committee (Ad Hoc)** – Nothing further to report.
- b. **Employee Compensation & Benefits Committee (Ad Hoc)** - Nothing further to report.
- c. **Engineering Committee (Standing)** – Nothing further to report.
- d. **Finance Committee (Standing)** – Director Johnson commented on Item 11 Farmers Market Expenses & Revenues were referred to the Parks and Recreation Committee.
- e. **Legislative Committee (Standing)** – Nothing further to report.
- f. **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing further to report.
- g. **Property Management Committee (Standing)** – Nothing further to report.
- h. **Waste & Recycling Committee (Standing)** – Nothing further to report.

11. **Staff and General Manager’s Report** – Mr. Bartz stated the District purchased APN 3066-251-14 for \$250,000. He noted a report was submitted by Sheep Creek Water Company this afternoon regarding the valuation of their system they conducted.

9. **Reports**

a. **Director Reports**

**Johnson** – Stated outreach to Sheep Creek was lacking because there are no bill inserts.

**Roberts** – Noted the Department of Water Resources Bulletin 74 regarding well standards is being updated.

**Hoffman** – Nothing further to report.

**Philips** – Attended ASBCSD in Hesperia.

- b. **President’s Report** – Noted the Minutes on Page 9: “Presidents Report” stated the VFW hosted Assembly Lackey but they should say “Director Brandon hosted Assemblyman Lackey at the VFW.” Noted his displeasure at the location staff chose for hosting ASBCSD.

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**

- Equipment Purchase
- Franchise Agreement
- Commercial Solid Waste & Recycling Ordinances
- CSDA & SDRMA Elections

13. **Recess to Closed Session**

The Board Recessed to Closed Session at 7:31 p.m.

**Closed Session:** Conference with Labor Negotiator  
(Government Code Section 54957.6)  
District Designated Representative:

Steven M. Kennedy, General Counsel  
Unrepresented Employee: General Manager

14. **Return to Open Session – Announcement of Reportable Action**  
There was no reportable action.

15. **Adjournment**  
With no further business before the Board, the meeting adjourned at 9:20 p.m.

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

  
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Alex Brandon, President of the Board

7-9-19  
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Date

  
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Kim Ward, HR Manager/Executive Secretary

7/9/2019  
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Date