



Phelan Piñon Hills Community Services District

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REGULAR BOARD MEETING
June 20, 2018
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371

MINUTES

Board Members Present: Alex Brandon, Vice President
Al Morrissette, Director
Cathy Pace, Director
Dan Whalen, Director

Board Members Absent: Mark Roberts, President

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

BOARD MEETING – 6:00 p.m.

Call to Order

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

Roll Call

All but President Roberts were present at Roll Call; President Roberts was absent.

1. Approval of Agenda

Director Pace moved to approve the Agenda. Director Morrissette seconded the Agenda. Motion passed unanimously.

2. Public Comment

a. General Public - None

b. Community Reports

- Mojave Water Agency – Director Richard Hall provided a legislative update.
- Snowline J.U.S.D. – Thanked the Board for including the school district and their students in recent District events.

3. Consent Items

Director Pace moved to approve the Consent Items. Director Whalen 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 Adoption of Resolution No. 2018-09; Establishing and Appropriations Limit for Fiscal Year 2018/2019**
Staff Recommendation: For the Board to approve Resolution No. 2019-09; Establishing an Appropriations Limit for Fiscal Year 2018/2019.

Mr. Bartz introduced this item.

Director Whalen moved to approve the staff recommendation. Director Pace seconded the motion. Motion passed unanimously.

- b. **Discussion & Possible Adoption of Resolution No. 2018-10; Approving Award of Sole Source Contract**
Staff Recommendation: For the Board to adopt Resolution 2018-10; Approving Award of Sole Source Contract to High Desert Underground for Sunnyslope Road Pipeline Project in order to serve APN 3066-241-01 (Serrano High School and Piñon Mesa Middle School).

Mr. Bartz introduced this item.

Director Morrissette moved to approve the staff recommendation. Director Whalen seconded the motion. Motion passed unanimously.

- c. **Discussion & Possible Approval of Agreement, Water Letter, and Notice of Condition, and Authorization to Provide Out of District Water Service to APN 3069-221-04**
Staff Recommendation: For the Board to approve the Agreement, Water Letter, and Notice of Condition, and to authorize execution of said documents in order to provide Out of District Water Service to APN 3069-221-04.

Mr. Cardenas introduced this item.

Director Pace moved to approve the staff recommendation. Director Morrissette seconded the motion. Motion passed 3-1 with Vice President Brandon opposed.

- d. **Review & Discussion of MOU Between Snowline Community Cabinet and the District for a Community Demonstration & Teaching Garden.**
Staff Recommendation: For the Board to review the draft MOU between Snowline Community Cabinet and the District for a Community Demonstration Garden.

Mr. Bartz introduced this item.

ACTION ITEM: Provide utility cost estimate.

The Board reviewed the document and had no changes. This item will be brought back for approval.

7. Committee Reports & Comments

- a. **Engineering Committee (Standing)** – Nothing further.
- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing further
- c. **Finance Committee (Standing)** – Nothing further.
- d. **Legislative Committee (Standing)** – Nothing further.
- e. **Waste & Recycling Committee (Standing)** – Nothing further.
- f. **Conservation Committee (Ad Hoc)** – Nothing further.
- g. **Adjudication Committee (Ad Hoc)** – Nothing further.

h. **Property Management Committee (Standing)** – Nothing further.

8. **Staff and General Manager’s Report**
Nothing further to report.

9. **Reports**

a. **Director’s Report**

Morrissette – Nothing to report.

Whalen – Stated it was hot today and the Phelan Chamber is beginning to prepare for Phelan Phun Days equestrian event.

Pace – Would like a review of the adjudication on the agenda.

Brandon – Noted his son turned 15.

c. **President’s Report** – None

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

11. **Review of Action Items**

a. **Previous Meeting** – Completed

b. **Current Meeting** – Reviewed

12. **Set Agenda for Next Meeting** – July 18, 2018

- MOU for Community Garden
- Adjudication Update

NOTE: July 4, 2018, Board Meeting was cancelled.

13. **Adjournment**

With no further business before the Board, the meeting adjourned at 7:12 p.m.

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



Alex Brandon, Vice President of the Board

7-18-18

Date



Kim Ward, HR Manager/Executive Secretary

7/18/18

Date