



Phelan Piñon Hills Community Services District

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REGULAR BOARD MEETING
September 4, 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
Kim Ward, HR Manager/Executive Secretary

District Counsel: Steve Kennedy, General Counsel

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.

1. Approval of Agenda

Director Roberts moved to approve the agenda as amended. Director Hoffman seconded the motion. Motion passed unanimously.

2. Public Comment

a. General Public – None

b. Community Reports – None

- **County Supervisor** – Susan Drake, Field Representative for Supervisor Lovingood, reported that Mr. Lovingood won't be seeking re-election. An ordinance for enhancing enforcement for illegal dumping and littering was passed. The county housing department purchased the old Queen's Motel to turn into permanent housing for those in need; it is being renovated. Virgin Trains, the key promoter of the train between Victorville and Las Vegas, is expected to break ground in 2020. The Supervisor was on the committee for the Highway 395 project.
- **Fire** – Chief Wetzel provided the call statistics for the month of August. He noted compared to last year, we are 95% below the number of acreage burned for this year in the state. Advised residents to be prepared for a fire.
- **Sheriff** – Sergeant Vaccari provided the call statistics for the month of August. Captain Krusbe introduced Lieutenant Jeremy Martinez who is replacing Lieutenant Todd Newton.

- **School District** – Dr. Holman, Superintendent of Snowline Joint Unified School District, reported that school has begun. Noted the improvement in attendance last year. Noted Saturday Academies in order to make up attendance and additional learning opportunities. It's student attendance awareness month. Noted the social media campaign for suicide prevention awareness. Noted the WeTip line the school has and the "see something say something" campaign.
- **C.E.R.T.** – There is a class this Saturday from 8am-4pm in the Phelan Senior Center. Noted that she is collecting signatures in order to try and obtain a grant. Meetings are the first Wednesday of the month at 6:30pm at Sierra View Mobile Home Park.

3. Consent Items

Director Philips moved to approve the Consent Items as amended. Director Hoffman 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 Regarding Resolution No. 2019-15; Board Conduct Amongst Directors and with Staff

Staff Recommendation: For the Board to review and adopt Resolution No. 2019-15; Establishing Policies for Board Conduct Amongst Directors and with Staff.

Mr. Bartz introduced this item.

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

b. Discussion & Possible Action Regarding Unclaimed Funds

Staff Recommendation: For the Board to authorize the publication of a notice of unclaimed funds and to transfer any unclaimed funds by the expiration date listed in the notice from the unclaimed liability account to the District's general fund whereby they will become the property of the District.

Mr. Bartz introduced this item.

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

7. Committee Reports & Comments

- Antelope Valley Adjudication Committee (Ad Hoc)** – Nothing further to report.
- Employee Compensation & Benefits Committee (Ad Hoc)** - Nothing further to report.
- Engineering Committee (Standing)** – Nothing further to report.
- Finance Committee (Standing)** – Nothing further to report.
- Legislative Committee (Standing)** – Nothing further to report.
- Mojave Adjudication Committee (ad hoc)** – Nothing to report.
- Parks, Recreation & Street Lighting Committee (Standing)** – Nothing further to report.
- Property Management Committee (Standing)** – Nothing further to report.
- Waste & Recycling Committee (Standing)** – Nothing further to report.

7. **Staff and General Manager’s Report** – Ms. Ward noted the District received the Waste Tire Amnesty grant from CalRecycle.

9. **Reports**

a. **Director Reports**

Johnson – Noted the Water Masterplan adopted in 2010 and that he recently reviewed the plan again. Stated he believes most of the items in the report have been addressed. Noted that the District will begin the process for a new plan this year and would like to request for the Board to review the current Water Masterplan.

Hoffman – Nothing new to report.

Philips – Attended the ASBCSD monthly meeting where they discussed the habitat for fish in the Santa Ana River.

Roberts – He will be attending ACWA in December. It was noted there may not be a quorum for the first meeting in December.

b. **President’s Report** – No report.

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

11. **Review of Action Items**

a. **Previous Meeting**

- Complete

b. **Current Meeting**

- None

12. **Set Agenda for Next Meeting** – September 18, 2019

- Discussion & Possible Action Regarding Banking Services

13. **Recess to Closed Session**

With no further business before the Board, the Board recessed to closed session at 6:50 p.m.

Closed Session: Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2)
Two Potential Cases

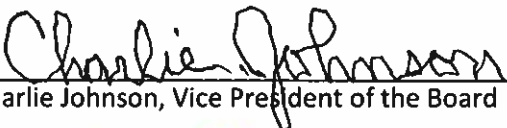
14. **Return to Open Session** – Announcement of Reportable Action

There was no reportable action.

16. **Adjournment**

With no further business before the Board, the meeting adjourned.

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



Charlie Johnson, Vice President of the Board

10-2-19

Date



Kim Ward, HR Manager/Executive Secretary

10/2/2019

Date