

## **REGULAR BOARD MEETING MINUTES**

November 18, 2020  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Charlie Johnson, President  
Kathy Hoffman, Vice President  
Rebecca Kujawa, 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 (Zoom)  
Kim Ward, HR Manager/Executive Secretary

**District Counsel:** Steve Kennedy, General Counsel (Zoom)

### **REGULAR BOARD MEETING – 6:00 p.m.**

#### **Call to Order**

President Johnson called the meeting to order at 6:01 p.m.

#### **Roll Call**

All Directors were present at Roll Call.

#### **1) Approval of Agenda**

Mr. Bartz requested to move Item 6c before Item 6a. Vice President Hoffman moved to approve the Agenda as amended. Director Philips seconded the motion. Motion passed unanimously.

#### **2) Public Comment**

- a) **General Public** – Ms. Francis thanked the Board and staff for their work and commented on the proposed park expansion project.
- b) **Community Reports** – Dr. Holman thanked the District for its partnership with the school district. He spoke about the in-person school waivers and how they work; only Piñon Hills Elementary School is eligible for a waiver.

#### **3) Consent Items**

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



**4) Matters Removed from Consent Items**

None

**5) Presentations/Appointments**

None

**6) Continued/New Agenda Items****a) Discussion & Possible Action Regarding Exemption of Mainline Extension to Serve APN 3067-581-12**

Staff Recommendation: For the Board issue an exemption for the construction of the mainline extension to serve APN 3067-581-12 and provide service with a meter and 2-inch water service line via service easement from APN 3036-171-01.

Mr. Bartz presented this item.

After much discussion regarding the request and other options potentially available, Director Philips moved to table this item until the next meeting. Vice President Hoffman seconded the motion. Motion passed unanimously.

**b) Discussion & Possible Adoption of Resolution No. 2020-14; Approving Award of Agreement for Services to Superior Tank Solutions, Inc. for Tank Maintenance, Rehabilitation and Repair**

Staff Recommendation: For the Board to adopt Resolution No. 2020-14; Approving Award of Agreement for Services to Superior Tank Solutions, Inc. for Tank Maintenance, Rehabilitation, and Repair.

Mr. Bartz presented this item.

Vice President Hoffman moved to adopt Resolution No. 2020-14. Director Philips seconded the motion. Motion passed unanimously.

**c) Discussion & Possible Action Regarding the Proposed Phelan Park Expansion Project**

Staff Recommendation: None

KTUA provided a presentation and discussed various options for the grant.

No action taken.

NOTE: This Item was discussed before Item 6a.

**d) Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District**

Staff Recommendation: None

Mr. Bartz reported that the cost for the scope of work for the engineer was higher than the state normally sees so that will need to be addressed. He noted that it will need to include costs to fix the fire flow deficiency in town and will need to be

included in the District's model. The state has assigned technical assistance for the consolidation to Sacramento State. He noted everything so far has been cooperative.

No action taken; not an actionable item.

7) **Committee Reports/Comments**

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – Nothing to report.
- b) **Engineering Committee (Standing)** – Nothing to report.
- c) **Finance Committee (Standing)** – Nothing to report.
- d) **Legislative Committee (Standing)** – Nothing to report.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Noted the upcoming tree lighting ceremony in Phelan Park.
- f) **Waste & Recycling Committee (Standing)** – Nothing to report.

8) **Staff and General Manager's Report**

Nothing further to report.

9) **Reports**

a) **Director's Report**

- Philips** – Attended MWA's TAC meeting; a written report will be provided.
- Kujawa** – Nothing to report.
- Hoffman** – Nothing to report.
- Roberts** – Noted the elections results.

- b) **President's Report** – Congratulated Director Roberts and Director Kujawa on their reelection. Noted the upcoming virtual Community Cabinet meeting.

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

11) **Review of Action Items**

- a) **Prior Meeting Action Items** – None
- b) **Current Meeting Action Items** – None

12) **Set Agenda for Next Meeting**

- **Regular Board Meeting** – December 2, 2020

13) **Recess to Closed Session**

The Board recessed to closed session at 8:33 p.m.

14) **Closed Session:** Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation  
Pursuant to Government Code Section 54956.9(d)(2)  
One Potential Case

15) **Return to Open Session:** Announcement of Reportable Action

The Board returned to open session at 8:47 p.m. There was no reportable action.



16) **Adjournment**

With no further business before the Board, the meeting adjourned at 8:48 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

*Charlie Johnson*

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Charlie Johnson, President of the Board

*1-21-2021*

\_\_\_\_\_  
Date

*Kimberly Ward*

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Kimberly Ward, HR Manager/Executive Secretary

*1/21/2021*

\_\_\_\_\_  
Date

