



# Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

**SPECIAL BOARD MEETING  
December 11, 2019  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371**

## MINUTES

**Board Members Present:** Charlie Johnson, President  
Kathleen Hoffman, Vice President  
Rebecca Kujawa, Director  
Deborah Phillips, Director  
Mark Roberts, Director

**Board Members Absent:** None

**Staff Present:** Don Bartz, General Manager  
George Cardenas, Engineering Manager  
Sean Wright, Water Operations Supervisor  
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

Vice President Hoffman moved to approve the Agenda. Director Phillips seconded the motion. Motion passed unanimously.

#### 2. Public Comment

a. **General Public** – None

b. **Community Reports**

- **Fire** – Chief Wetzel provided call statistics for the month of November. Burn permits may be issued soon. Advised to clean fireplaces and dispose of ashes properly. Toys for Tots is on Sunday. Wished everyone a Merry Christmas and a Happy New Year.

#### 3. Consent Items

Director Phillips moved to approve the Consent Items. Director Roberts seconded the motion. Motion passed unanimously.

#### 4. Matters Removed from Consent Items

None

## 5. Presentations/Appointments

### 6. Continued/New Agenda Items – Action Items

#### a. Discussion & Possible Action Regarding a Sole Source Agreement with High Desert Underground for Water Pipeline Installation in Order to Self-Serve APN 3066-261-10 & 3066-261-08

Staff Recommendation: For the Board to approve a Sole Source Agreement with High Desert Underground for the Water Pipeline Extension on Sheep Creek Road and Warbler Road to Self-Serve APN 3066-261-10 (Phelan Community/Senior Center, Phelan Park, and District Office) an APN 3066-61-08 (Future Park) by adopting Resolution No. 2019-19.

Mr. Bartz introduced this item.

After some discussion, Director Philips moved to adopt Resolution No. 2019-19. Director Kujawa seconded the motion. Motion passed unanimously.

#### b. Discussion & Possible Action Regarding Purchase of a Hydro Pneumatic Tank for Site 6A

Staff Recommendation: Staff recommends for the Board to approve the attached proposal from Superior Tank Solutions in the amount of \$51,300.

Mr. Bartz introduced this item.

After some discussion, Vice President Hoffman moved to approve the staff recommendation. Director Roberts seconded the motion. Motion passed unanimously.

### 7. Committee Reports & Comments

- a. Antelope Valley Adjudication Committee (Ad Hoc) – Nothing to report.
- b. Board Appointment Committee (Ad Hoc) – Nothing to report.
- c. Engineering Committee (Standing) – Nothing to report.
- d. Finance Committee (Standing) – The Budget schedule and Board expenses were discussed.
- e. Legislative Committee (Standing) – Nothing to report.
- f. Mojave Adjudication Committee (Ad Hoc) – Nothing to report.
- g. Parks, Recreation & Street Lighting Committee (Standing) – Nothing to report.
- h. Property Management Committee (Standing) – Nothing to report.
- i. Waste & Recycling Committee (Standing) – Nothing to report.

### 8. Staff and General Manager's Report – Nothing further to report.

### 9. Reports

#### a. Director Reports

**Hoffman** – Attended ACWA and stated she was not impressed.

**Roberts** – Attended ACWA and noted he took his ethics training there.

**Philips** – Attended ACWA and noted her class on water conservation.

**Kujawa** – Nothing to report.

- b. **President's Report** – Attended the ACWA conference and noted his Proposition 218 class which provided ideas for public hearings. Noted the Chair of SWRCB was at ACWA. Stated there was nothing definitive on Chromium-6. Noted his attendance at the Sheep Creek board meeting.

### 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**

Regular Meeting - December 18, 2019

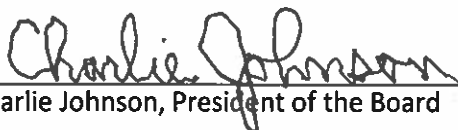
- Second Reading of Ordinance No. 2019-02
- Public Hearing on Ordinance No. 2019-02
- Discussion & Possible Action Regarding ASBCSD Nominations for Directors
- Budget Schedule
- Well 10 Repairs
- Update on the Water Rate Study
- Overview of the Board’s Role in Proposition 218

January 1, 2020, Board Meeting is cancelled.

**13. Adjournment**

With no further business before the Board, the meeting was adjourned at 6:35 p.m.

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

  
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Charlie Johnson, President of the Board

2-25-2020  
Date

  
\_\_\_\_\_  
Kim Ward, HR Manager/Executive Secretary

2/25/2020  
Date