



Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
November 3, 2010 – 7:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371**

MINUTES

Board Members Present: Charlie Johnson, President
Joe Fahrlander, Vice President
Mark Roberts, Director
Al Morrissette, Director
Ken Anderson, Director

Board Member Absent: None

Staff Present: Don Bartz, General Manager
Debbie Bishop, Board Secretary
Chris Bishop, Operations Manager
Lori Lowrance, Administrative Services Manager

Call to Order

President Johnson called the meeting to order at 7:01 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Board Members were present.

1. Approval of Agenda

Director Anderson moved to approve the Agenda. Director Morrissette seconded the motion. All were in favor.

Announcement of Reportable Action from Closed Session

In regards to the Closed Session for the Antelope Valley Adjudication, the Board agreed to approve the Woods Class Settlement Agreement.

In regards to the Closed Session for the Potential Litigation, there was no reportable action.

2. Public Comment

None

3. Consent Items

Director Roberts motioned to approve the Consent Items. Director Anderson seconded the motion. All were in favor.

4. Matters Removed from Consent Items

5. Presentations/Appointments

None

6. Continued/New Agenda Items – Action Items

a. **Discussion and Possible Action Approval of Ordinance 2010-02; Instituting a Cross-Connection Control Program to Protect the Public Water System**

Mr. Bartz briefed the Board on the Background regarding this Ordinance. He stated this Ordinance is to protect the Public Water System. This Ordinance was reviewed by the Districts legal counsel.

On page 7 of the Ordinance, Mr. Bartz explained the District has the option to add item C3 to the Ordinance. A discussion took place regarding whether the Board wished to add that item to the Ordinance as well as the new backflow and sprinkler requirements. Mr. Bartz recommended the Board consider leaving this item in the Ordinance. Mr. Bartz also asked the Board to leave in the the optional section VIII.

Director Anderson asked to postpone this item until the next meeting for further review. The Board Agreed.

On page three, second sentence, there is a typo. It should read “the type.”

b. **Discussion and Possible Action Regarding Well 2 Rehabilitation and Installation**

Mr. Bartz reported that Well 2 has been pulled and needs rehabilitation and installation. He reviewed the bids received for the work. Mr. Bartz noted this is a Well that is scheduled to be repaired this year and it is a budgeted item. Mr. Bartz recommended the District go with Best Drilling. Director Anderson moved to accept the proposal. Director Morrisette seconded the motion and all were in favor.

c. **Discussion and Possible Action regarding General Managers Goals and Objectives**

President Johnson stated as of this evening four lists of prioritizing of the Goals and Objectives have been received.

Director Anderson felt a better priority would be received if the items were numbered one through ten. A discussion took place regarding grading the Goals and Objectives by high, medium and low and the fact that Mr. Bartz can multi task the priorities.

Director Roberts commented that it is hard for him to prioritize Goals and Objectives for items that the District does not currently have.

Director Anderson asked about the Master Plan and whether there is a conservation factor in the Master Plan. Mr. Bartz stated there was and explained they are looking at ways things can be improved by conservation.

The Board agreed to change the wording in regards to the new Administrative Office to state new Administrative Complex.

The Board agreed this item will come back to the Board on November 17, 2010.

d. **Discussion and Possible Action regarding ACWA Board Election**

Mr. Bartz briefed the Board on the ACWA Board Elections and recommended the Board vote for Rick Gilmore, Jerry Gladbach, Bette Boatman, Robert Wilson, Merle Aleshire and Randall Reed. President Johnson recommended the Board go with Mr. Bartz recommendations. Director Roberts seconded the motion and all were in favor.

7. **Review September Disbursement List**

The Board reviewed the September Disbursement List and there were no questions presented.

8. **Review of Action Items**

Mr. Bartz reviewed the Action Items with the Board and reported:

- Mr. Bartz stated the District is aggressively seeking alternative options to purchase water and there have been several meetings this past month regarding this.
- Mr. Bartz also stated he received a spreadsheet from Mr. Brill at MWA and stated he is currently going through it and hopes to have it to the Board in the next week.

9. Committee Reports

- a. **Engineering Committee (Standing)** – Director Roberts stated the next meeting is November 10, 2010. They will review the Proposals for upgrading the tanks, there will be a Master Plan Update and possible a presentation from ID Modeling regarding the Master Plan.

A discussion took place regarding a maintenance contract for the tanks.

- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrissette stated there was a meeting yesterday. Staff has established an Event Committee that deals with Parks and Recreation as well as Conservation events. Mr. Morrissette stated there isn't any current news on the Grants. He also reported the grant funds were approved by the County Board and Director Johnson reported the funds have been received by the District.

Director Anderson asked about the Events Committee. Mr. Bartz stated he created the Events Committee made up of staff members to coordinate all the different events taking place through the District.

- c. **Finance Committee (Standing)** – President Johnson reported the Finance Committee met to review the Draft Audit. He stated the District has a Qualified Audit which is the best that can be received. The Committee also did its regular review of the District's Financial Statements.
- d. **Building Committee (Standing)** – Director Anderson stated they have not met.
- e. **Adjudication Committee (Ad Hoc)** – This item was reviewed in the closed session.
- f. **Solid Waste Powers (Ad Hoc)** – Vice President Fahlender stated they have not met. Mr. Bartz stated they should be ready to meet by next week.
- g. **Legislative & Grant Committee (Standing)** – Vice President Fahlender stated they met and have discussed items that they would like to move forward. He stated they are still seeking funding resources.

10. General Manager's Report

Mr. Bartz reported:

- The cost of the Site 1B: Booster A, B & C updates should be covered by the Edison Rebates.
- The Modular Building is at the Planning Department. Public Works has asked that the District pave Warbler and Sierra. They are considering it as part of Phase II of the Parks. In anticipation of this, staff is building up a case to go to the Planning Commission. Mr. Bartz stated he went and took a look at the Modular Office this week. He said it looks really nice and he thinks the Board will be happy with the Building.
- The District has received bids for clean-up of the lot for the Administration Building. Edison and Verizon will be starting on their lines next week.

11. Reports

a. Director's Report

Morrissette – Director Morrissette spoke about Alternative Energy and the prospect of the District selling excess energy from its own system.

Fahlender – Vice President Fahlender stated there are no resources to help customers with large water bills. He asked the Board to be cognizant in the future that there are staples in life that people cannot live without. He also spoke about the Solar Project Victor Valley College is working on and the District getting in contact with them.

Roberts – Director Roberts had nothing further to report.

Anderson – Stated he would like a copy of the Administrative Building Plans that were passed out at the last meeting.

- b. **President’s Report** – President Johnson stated Mr. Bartz contract is up in the middle of August. He recommended the Board bring back the recurring Ad Hoc General Managers Committee with himself and Al Morrissette to begin looking at the contract.

President Johnson stated he attended a session on the Olivenhain Municipal Water District who has won awards on their Financial Reporting. He suggested Mr. Bartz, Ms. Lowrance and himself meet with the District to learn from them. Director Anderson felt the District should concentrate on the Modular Building at this time.

12. Correspondence/Information

None

Set Agenda for Next Meeting – November 17, 2010

- Audit Presentation
- Discussion and Possible Action Approval of Ordinance 2010-02; Instituting a Cross-Connection Control Program to Protect the Public Water System
- Discussion and Possible Action regarding General Managers Goals and Objections
- Workshop for Administrative Building
- Closed Session re: Senior Contract

Future Board Meeting

- Review of Districts Disaster Plan
- Discussion regarding the three tiered rate structure
- Discussion of Reformation of the Citizen’s Advisory Committee
- Presentation from Val Christensen from Victor Valley College regarding Solar Project

Adjourn

With no further business, the meeting was adjourned at 8:42 p.m.

Board approved the above Minutes on October 20, 2010:

Charlie Johnson, President	Date
Debbie Bishop, Board Secretary	Date