



# Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING  
December 15, 2010 – 7:00 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371**

**DRAFT 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 7:00 p.m. and the Pledge of Allegiance was conducted.

**Roll Call**

All Board Members were present.

**Announcement of Reportable Action from Closed Session**

In regards to the two Closed Sessions for Potential Litigation, there were no reportable actions taken.

**1. Approval of Agenda**

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

**2. Public Comment**

Captain Steve Higgins from the Sheriff's Station spoke to the Board to announce he has been reassigned effective January 1, 2010. Greg Herbert will replace him as Captain in January. He also stated effective January 1, 2010 Sergeant Lon Jacobs will be reassigned to the Victorville Station. The new Sergeant will be Kevin Jaquez.

**3. Consent Items**

Mrs. Bishop announced there was a correction to the Public Comments section of the November 17, 2010 Board Minutes. Don Fish of News Plus invited everyone to the Senior Luncheon, not Dave Nelson. Director Anderson motioned to approve the Consent Items. Director Roberts seconded the motion. All were in favor.

**4. Matters Removed from Consent Items**

None

**5. Presentations/Appointments****a. Presentation from Utility Services**

Steve Sullivan, Vice President of Western States for Utility Services gave the Board a brief presentation regarding the Districts options in maintaining its tanks.

**b. Presentation of Master Plan**

Guardo Volderval of ID Modeling gave the Board an overview of the Master Plan. He apologized for the time delay of the project and assured the Board that the engineering analysis is correct.

Mr. Bartz recommended each of the Board members be familiar with the Master Plan and direct any questions they may have to him. The Board discussed reviewing the Master Plan and discussing it at the next Engineering Committee Meeting in January.

Director Morrisette suggested checking to make sure the District conforms to Homeland Security with this sensitive information.

Vice President Fahrlander asked the status of the contract. Mr. Bartz stated the District is nearing the completion of the Water Master Plan and the Urban Water Master Plan.

**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 Ordinance 2010-02 and stated it was before the Board for their approval. Mr. Kennedy inquired why the word “Premises” was not included on Page 4 Item C (1). The Board agreed to add Premises in the beginning of the sentence.

Vice President Fahrlander asked if the Cross-Connection Control Program was derived from a state statute. He stated they talked at the last meeting about the fire system/sprinklers being included. Mr. Bishop stated the fire system/sprinklers create the chance of backflow contamination. Mr. Bishop explained this Ordinance covers both Cross-Connection and Backflow requirement for the Districts state license.

Vice President Fahrlander asked about the implementation date versus the inspection date. Mr. Cardenas explained the inspection date is as of the last test date. Mr. Bishop noted the District is currently following the procedures it adopted through the County.

Director Roberts noted there was a typo on Page 9, Section 8 in the first paragraph. The work “few” should be “fee.”

Director Morrisette motioned to approve Ordinance #2010-02 with the above corrections. Director Roberts seconded the motion. Directors Morrisette, Fahrlander, Johnson, Anderson and Roberts voted to approve the motion.

**b. Discussion and Possible Approval for Resolution #2010-24; In appreciation for the Contributions made by the Piñon Hills Seniors**

Mr. Bartz briefed the Board on Resolution #2010-24; In appreciation for the Contributions made by the Piñon Hills Seniors.

Director Anderson moved to approve the Resolution. Director Roberts motioned to second the Resolution and all were in favor. President Johnson presented Ms. Plager of the Piñon Hills Seniors with the Resolution and thanked them for their work on the Christmas Decorations.

Mr. Brandon, from the Phelan Chamber of Commerce, presented Ms. Plager of the Phelan Seniors with a plaque in appreciation of their work on the Christmas Decorations.

c. **Discussion and Possible Action regarding Security of the Modular Building**

Mr. Bartz briefed the Board regarding security for the new modular building.

A discussion took place regarding local companies being solicited for bids on the alarm system. Mr. Bartz stated this item is not urgent; therefore, the item can be rescheduled for a later date.

Director Morrisette stated his opinion is that the District needs to look at the higher level system and stated he agreed that local companies needed to be solicited. Director Roberts agreed.

The Board agreed Mr. Bartz should move forward with the security systems discussed above with the solicitation of local companies.

d. **Discussion and Possible Action regarding Tank Rehabilitation and Maintenance Service Contract**

Mr. Bartz briefed the Board on the previous discussions regarding the Tank Rehabilitation and Maintenance Service Contract. Mr. Bartz reminded the Board that time is of the essence with the repairs on some of the tanks.

Mr. Bishop stated both Utility Services and Superior Tank are well qualified options. Utility Services stated in their presentation that there is another option; however, Mr. Bishop stated staff chose not to go in that direction because the District would have to pay a lot of money up front towards a tank that may need rehabilitation in ten years. Mr. Bishop stated they recommended Superior Tank based on the cost and their location.

Mr. Bartz recommended the contract be year to year so that future Boards are not bound by a contract this Board approves. Mr. Kennedy stated that was one of his concerns as well. He stated the RFP did not have a copy of the contract included in it. He also expressed his concerns regarding the indemnification clauses, prevailing wage and termination clauses. He suggested if the Board is inclined to move forward, then he suggests moving forward in negotiating the agreement.

Director Roberts recommended taking no action tonight and move this item to the second meeting in January.

e. **Discussion and Possible Action regarding Election of Officers**

President Johnson stated he asked Mr. Kennedy to review Resolution #2010-23 in regards to the election of the officers.

President Johnson recommended setting order and having the election of the officers in December.

Director Morrisette stated he doesn't have a problem with the change because that is the format most of the local boards use.

Director Roberts stated that is the procedure he is familiar with as well. A discussion took place regarding when the new Board Member would take office.

President Johnson suggested cleaning up the Resolution by stating the election of officers will take place the second meeting in December.

Director Fahrlander suggested adding a second sentence stating the board will elect officers annually on the second Board Meeting in December.

Director Fahrlander moved to add the second sentence to the Resolution. Director Roberts seconded the motion and all were in favor.

President Johnson stated it has been an honor for him to serve as the President of the Board. He stated he has tried to improve the process of the meetings and hoped his colleagues appreciated it.

Mr. Bartz asked for nominations for President. Director Roberts nominated Director Anderson for President. Director Morrisette seconded the motion. Director Anderson stated he appreciated it, but he would like to pass.

Director Roberts nominated Vice President Fahlender for President. Vice President Fahlender stated he wouldn't mind serving as President. All were in favor.

President Fahlender opened nominations for Vice President of the Board. Director Morrisette nominated Director Roberts for Vice President. All were in favor.

f. **Discussion and Possible Action Regarding Continuation of Contract with Packard Government Affairs**

Mr. Bartz briefed the Board regarding the contract with Packard Government Affairs and stated staff's recommendation is to renew the contract.

President Fahlender stated Mr. Packard met with the Legislative & Grant Committee and indicated there is still a possibility that the house will continue earmarks. He stated there may also be a tendency to place the funds with an agency and distributed through the agency; therefore, the lobbying will be with the agencies.

Director Morrisette stated Mr. Packard has made the Districts presence known throughout the year with the legislators. He stated this year is the start of a new congress so it will be a benefit to continue his contract.

Director Anderson commented that he personally does not like earmarks and feels it's not right. He stated he is uncomfortable with the unaccountability of what Mr. Packard has done for the District.

Vice President Roberts stated he went into this assuming it was a two year project and stated he would take the recommendation of the Legislative Committee; however, would like to integrate what the Master Plan shows.

Director Johnson moved to approve the contract in the amount of \$30,000. Director Morrisette seconded the motion. All were in favor except Director Anderson.

7. **Review November Disbursement List**

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

Vice President Roberts asked if Item 6013 would be reduced with the new Tyler Incode Software. Mr. Bartz stated it would not.

8. **Review of Action Items**

Mr. Bartz stated he has no updates on the Action Items.

9. **Committee Reports**

a. **Engineering Committee (Standing)** – Vice President Roberts stated they did not meet this month.

b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrisette stated he submitted a written report and had nothing further to add. Vice President Roberts asked about the added costs for a bus. Mr. Bartz stated he was tasked with gathering further information before it is brought to the Board.

**ACTION ITEM:** Mr. Bartz to gather further information regarding the District obtaining a bus for Parks and Recreation.

c. **Finance Committee (Standing)** – Director Johnson stated they met and discussed a secure signature process that is available through the new Tyler Incode Software.

d. **Building Committee (Standing)** – Director Anderson stated they have not met but will meet the second Wednesday of January.

e. **Adjudication Committee (Ad Hoc)** – President Fahlender and Vice President Roberts stated they continue to meet. They stated Phase III – Safe Yield of the Trial will be beginning.

- f. **Solid Waste Powers (Ad Hoc)** –President Fahrlander stated they have not met. Mr. Bartz stated a meeting needs to be scheduled. President Fahrlander stated he would like to have the meeting between Christmas and New Year.
- g. **Legislative & Grant Committee (Standing)** –President Fahrlander stated they were waiting from the Park, Recreation and Street Lighting Committee to get direction on the Park Grants. He stated they might need to schedule a workshop.

**ACTION ITEM:** Mr. Bartz to follow up on Proposition 84 Grants and whether there is a need to have the Citizen’s Advisory Committee again.

10. **General Manager’s Report**

Mr. Bartz stated he had nothing further to report.

President Fahrlander asked how the service calls work. Mr. Bartz suggested a ride along.

Vice President Roberts stated he thought the new meters were GPS’d when they were installed. Mr. Bartz stated we were going to do that but the equipment they were using was not as good as what the District had so staff is GPSing the meters.

Director Johnson asked the status of the water owed to Sheep Creek. Mr. Bartz stated we will be giving them the water throughout the year per their request.

11. **Reports**

a. **Director’s Report**

**Morrisette** – Director Morrisette provided a written report and had nothing further to add.

**Fahrlander** – President Fahrlander thanked Director Johnson for bringing decorum and organization to the Board. He also noted Directors Morrisette and Johnson are Certified by the California Special Districts Association as a Board Member. He also noted Director Morrisette was appointed to two CSDA Committees.

**Roberts** – Vice President Roberts thanked Director Johnson

**Anderson** – Director Anderson thanked Director Johnson for his term as President and stated he felt the Board improved. He noted there are a lot of taxes paid for the street lights on the West side of the town and there are no streetlights or Christmas Decorations.

The Board thanked Mr. Lowrance for his work on the Christmas Decorations.

- b. **President’s Report** – Director Johnson stated he attended the ACWA Conference and stated it was a great conference and he obtained some great information.

12. **Correspondence/Information**

**Set Agenda for Next Meeting –**

**The next Regularly Scheduled Board Meeting is January 5, 2010.**

- Closed Sessions at 6:00 p.m.

**Second Meeting in January**

- Discussion and Possible Action regarding Tank Rehabilitation and Maintenance Service Contract
- Approval of Tanks Maintenance 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 9:38 p.m.

Board approved the above Minutes on January 5, 2010:

_____	_____
Joe Fahrlender, President	Date
_____	_____
Debbie Bishop, Board Secretary	Date