

PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

SPECIAL BOARD MEETING – December 29, 2008

**Phelan Senior Center
9463 Sheep Creek Road, Phelan**

MINUTES

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

Board Members Absent: None

1. Called to Order

President Roberts called the meeting to order at approximately 7:00 p.m. and the Pledge of Allegiance was conducted.

2. Roll Call

All Board members were present.

3. Public Comments

None

4. Discussion and Possible Action Re: Procedures to Fill Board Vacancy

Mr. Kennedy provided the Board with a memorandum to detail the procedures to fill the vacancy that was created by the death of Mr. Adams. Mr. Kennedy briefed the Board on the procedures. February 17, 2008 is the deadline for the Board to make an appointment. An application needs to be filed with the Board and the notice of appointment needs to be posted 15 days prior to the appointment of the new Board member. The individual needs to be a registered voter and a resident of the District. Whoever is appointed will serve the remainder of Mr. Adams term which expires in 2011.

Director Roberts asked if a logical reference would be to go down the list of candidates from the last election. Mr. Kennedy discussed placing a notice for whoever is interested.

Vice President Johnson stated he would like to see a letter of interest and a resume from the candidates.

Mr. Kennedy suggested establishing deadlines for applications, questions to ask, etc.

Vice President Johnson asked to have the deadline for applications January 23, 2008. Posting needs to be done no later than January 8, 2008. Public Notice will be placed in next week's paper. Interviews will take place January 28, 2008.

A discussion took place regarding the procedure Baldy Mesa used when they were in this situation. Mr. Bartz stated they didn't have any sort of ranking. He suggested ranking the candidates one through five. Mr. Kennedy agreed and stated he didn't advise a detailed scoring system, but preferred a ranking system.

Director Morrisette asked how to handle people approaching them regarding the position. Mr. Kennedy suggested referring them to staff to handle. Vice President Johnson spoke about having a list of duties available for the candidates. Mr. Kennedy stated that would be fine. President Roberts asked if a packet could be given to the candidates. Mr. Bartz stated that would be ok. Director Morrisette suggested stating meetings, etc in the notice.

Director Anderson motioned to follow through with the above dates of:

1. Applications January 23, 2008.
2. Posting needs to be done no later than January 8, 2008.
3. Public Notice will be placed in next week's paper.
4. Interviews will take place January 28, 2008.

Mr. Bartz recommended moving the application date to January 21, 2008. Director Anderson moved to amend his motion to move the application date to January 21, 2008. Vice President Johnson seconded the motion.

Director Anderson requested the General Manager come up with an appropriate ranking system. The Board discussed using the ranking number consistent with the number of applicants.

The Board discussed posting the details of the position.

The Board agreed to have the applications be submitted to Mrs. Bishop at the PPHCSD office.

All were in favor and the motion was carried.

Vice President Johnson stated a few words regarding Mr. Adams.

5. Adjourn

With no further business, the meeting was adjourned at approximately 7:36 p.m.