

PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

REGULAR BOARD MEETING – February 25, 2009

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

MINUTES

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

Board Members Absent: None

Called to Order

President Morrissette called the meeting to order at approximately 7:06 p.m. The flag salute was conducted.

Roll Call

All Board Members were present.

1. Approval of Agenda

Director Johnson moved to approve the Agenda. Vice President Anderson seconded and all were in favor.

2. Public Comments

Mr. Cook briefed the Board regarding a large bill he has received. He distributed a letter to the Board.

3. Consent Calendar

Vice President Anderson asked to discuss Item 3b. Director Roberts commented that the Engineering Committee recommended the Board approve Items 3c and 3d. Director Johnson asked to pull Item 3c. Director Roberts moved to approve items 3a and 3d. Director Johnson seconded and all were in favor.

4. Matters Removed from Consent Items

Vice President Anderson asked for clarification on Item 3b. Mr. Bartz stated RAMS was hired to handle the Districts financials while the District got started and noted RAMS time spent on the District will be tapering off. Director Fahrlander asked if Mr. Bartz anticipated coming back to the Board for an increase on the budgeted line item. Mr. Bartz stated he will research the line item further and report back to Director Fahrlander. Director Johnson noted RAMS invoice was for items that had been completed for a while and agreed Mr. Waller's recent involvement has been minimal.

ACTION ITEM: Mr. Bartz to report back to Director Fahrlander regarding the budget line item for RAMS and whether it will need to be increased.

Vice President Anderson moved to approve Item 3b, Director Roberts seconded and all were in favor.

Director Johnson asked if the Board could get an understanding of the advantages or disadvantages of a regular scrub versus a roto-scrub. Director Roberts explained a regular scrub moves up and down; a roto-scrub moves up and down and around.

Director Johnson asked about the reputation of the companies that submitted bids. Mr. Bartz stated Best Drilling has a good reputation. He noted he was not satisfied with the work previously done on one of the Districts Wells by Layne Christenson.

Director Johnson moved to approve Item 3c. Vice President Anderson seconded the motion and all were in favor.

5. Presentation/Appointments

a. Commendation for Hunter Gasca

Mr. Bartz presented Hunter Gasca with a Certificate of Commendation for the rescue of two dogs in Devore, California.

Director Morrisette stated Hunter had commented he just wanted to do the right thing. Director Morrisette stated that is what often separated one person from another and told Hunter he was on the right track.

6. Continued/New Agenda Items

a. Authorized Purchase of Backhoe, Dump Truck & Trailer

Mr. Bartz briefed the Board on the handouts provided to the Board members in their meeting packet. Vice President Anderson stated he would like to have had a comparison showing what new equipment would have cost. Mr. Bartz stated staff purposely did not include new equipment because they knew the District would not be purchasing new equipment. Director Fahrlender inquired on warranties for the equipment. Mr. Bartz stated he did not recommend buying new equipment because of the amount of use the District will put on the equipment. After discussion as to whether new or used should be purchased, Mr. Bartz stated he believed the equipment could be purchased under budget whether it is new or used.

Mr. Kennedy briefed the Board on their purchasing policy. Vice President Anderson moved to allow Mr. Bartz to move forward with the purchase of the equipment and check into new and used as well as warranties. Director Fahrlender seconded the motion and all were in favor.

b. Approval of the District Logo

Mr. Bartz briefed the Board on the Logo's that were provided to the Board.

For Discussion, the Logos were labeled as follows:

Logo A has the Joshua tree.

Logo B has no graphics.

Logo C has the water drop.

Director Morrisette stated his preference is Logo B. Director Johnson stated he was a bit disappointed the options are similar. Mr. Bartz stated staff had narrowed the logos down to these.

Vice President Anderson stated he preferred Logo C. Director Fahrlander stated he did as well, but suggested using a different Joshua tree.

Director Johnson stated he would like to drop the water drop.

Vice President Anderson moved to accept Logo A with an amended Tree. Director Fahrlander seconded. All were in favor except Director Morrisette who voted against the logo.

7. Committee Reports

a. Engineering Committee

Director Roberts briefed the Board on the Engineering Committee Meeting that took place prior to the Board meeting. He noted that the rubber parts will be replaced at the PRV Stations by a contractor; however, in the future, staff will be certified to maintain the PRV stations. Director Roberts also noted the Del Rosa Project will begin in approximately 10 days. Mr. Bartz explained there was a high point found in the line but the line will still work.

b. Parks, Recreation & Street Lighting Committee

President Morrisette stated the Committee's next meeting is next Wednesday.

c. Finance Committee

Director Johnson stated the Committee has not met because there was a calendaring issue. The Committee is in the process of rescheduling the meeting.

Director Johnson thanked Mrs. Lowrance for meeting with him and going over the Districts accounting needs.

d. Building Committee

Vice President Anderson reported the Building Committee is working with Architects and will be bringing presentations to the Board. Director Johnson stated he would like to have a thorough explanation of the difference between a design build and a traditional build. A discussion took place regarding additional lots being presented to the Committee. Mr. Bartz suggested the Board looking at the land at this point and make a decision on the type of build at a later date. Director Johnson agreed. Director Johnson requested a document be put together with the District's needs. Mr. Bartz recommended the Board choose an Architect who could help the Board and staff decide what is needed in the new Building. Vice President Anderson explained that is part of the Architects analysis in designing the Building. Director Fahrlander suggested the Board make a distinction as to what it would like on the site. Director Fahrlander stated he would like Mr. Bartz' wish list for the Building.

ACTION ITEM: Mr. Bartz to put together a one page line item list of what he would like in a building. The Building Committee will bring the list to the Board.

e. Benefits Committee (ad hoc)

President Morrisette stated the Benefits Committee met last week. Mr. Bartz will be discussing items with Mr. Kennedy that the Committee would like him to work on.

8. General Manager's Report

Mr. Bartz reported the following to the Board:

- Mr. Bartz and President Morrisette met with the California Council Land Trust in Sacramento this week. Mr. Bartz stated the Transition Habitat Conservancy would like the District will be involved in holding the land for them since a public agency needs to hold the land. Vice President Anderson asked how this benefits the District. Director Morrisette stated it affects both water and parks for the District. Director Roberts asked who would oversee the property. Director Morrisette stated it would be combined between the District and the Transition Habitat Conservancy. Director Morrisette stated this should be agendized for future discussion.
- Watermaster meetings are held the fourth Wednesday of the month at 4:30 p.m. They are discussing a ramp down procedure which would affect the District. They meet again March 25, 2009. The District can file a protest if the Board wishes. Mr. Bartz will provide information at the next meeting. Mr. Bartz recommended switching the Board meetings to the first and third Wednesday of the month so staff can attend the Watermaster meetings. President Morrisette suggested the second and fourth Thursday of the month. The Board agreed to look at the meeting dates further.
- Mr. Bartz asked if all Board Members received the 2009 Legislative Symposium.
- Mr. Bartz asked for the Boards availability to meet with a facilitator. The Board agreed on March 28, 2009 tentatively.
- Mr. Bartz stated he is considering making an addition to staff in the Engineering Department. He noted the need for help with the as builds, water availability letters, etc. which would help save the District from subbing out the work. Mr. Bartz would like to advertise the position if the Board approved. Vice President Anderson stated the District should be outsourcing this until it becomes cost effective to change. Mr. Bartz stated there are projects the District would like to be doing right now that will have to be subbed out. Director Johnson stated the Board needs to see the costs involved in bringing on an additional staff member versus the cost of subbing out the duties.

ACTION ITEM: Mr. Bartz to bring the figures and job description to the Board at the next Board meeting.

9. Reports

a. Directors

Johnson - Director Johnson stated a Regional Water Plan is due in 2010. He felt work should be started on the Plan. Mr. Bartz stated there are three plans that need to be done and the Regional Water Plan will be done primarily by Mojave Water Agency. Director Johnson noted that it needs to conform to the plans of the local community.

Director Johnson also spoke regarding the Quinby Legislation and recommended having Mr. Kennedy look into it to see if it pertains to the District. The Board agreed to have Mr. Kennedy look into the Quinby Legislation.

Fahlender - Director Fahlender stated he spend time with Mr. Bartz touring the District. He asked the Board to think about summer activities for the local kids at the

Community Centers. The Board agreed to place this item on the Parks Committee Agenda. Director Fahrlender stated he would like to see the Board look into Trash Franchise Fees as well.

Anderson - Vice President Anderson asked for the information on the Truck Equipment Purchase and the DCB check transfer item from the last meeting minutes. Mr. Bartz stated he has the information for the Truck Equipment and would like to meet with Vice President Anderson to go over the information.

ACTION ITEM: Mr. Bartz will get the information for the DCB check transfer for Vice President Anderson.

Roberts - Director Morrisette and Director Roberts met for the Emergency Response Ad Hoc to go over the information that has been gathered.

b. President's Reports

President Morrisette thanked the Board members for getting their pictures done. He hopes to see them on the website soon.

President Morrisette stated next meeting will be a one year anniversary for the Board and thanked all Board members for their contribution.

Director Johnson stated he would like to see the Board do a meet and greet with the staff in conjunction with the one year anniversary.

10. Correspondence/Information

President Morrisette noted there is a comment from a concerned citizen regarding opening a larger office in Phelan.

Set Agenda for Next Meeting

Regular Board Meeting – March 11, 2009

- Revision to the Employee Manual Section 4
- Presentation from Architects
- Closed Session for Office
- Closed Session for Park Property
- Closed Session for Adjudication
- Closed Session for Possible Litigation
- Transition Habitat Conservancy
- Watermaster Ramp Down

The Board agreed to hold the Meet and Greet at 6:00 p.m. on March 10, 2009. A Special Board Meeting will take place to meet with Architects at 7:00 p.m. on March 10, 2009. Vice President Anderson suggested excusing Mr. Kennedy from the meeting on March 10, 2009. Copies of the Architects information will be provided for the Board members. President Morrisette suggested agendaing the approval of an Architect for the March 25, 2009 meeting. Director Johnson suggested the Architects be asked the same questions. President Morrisette asked the Board members to give their questions to Mr. Bartz.

Closed Session – Conference with Real Property Negotiators

(Government Code §54956.8)

Properties: 4037 Phelan Road, Suite D-1, Phelan, CA

District Negotiator: Mr. Bartz/Mr. Kennedy

Negotiating Parties: EDENNIS, LLC

Under Negotiation: Price and terms of payment

The meeting was reopened to the public.

Announcement of Any Reportable closed Session Actions

There was no reportable action to be taken.

Adjourn

With no further business, the meeting was adjourned at approximately 10:30 p.m.