



Phelan Piñon Hills Community Services District

4037 Phelan Road, Suite C-1 • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
July 1, 2009 – 7:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371**

MINUTES

Call to Order

President Morrisette called the meeting to order at 7:18 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Board Members were present.

1. Approval of Agenda

Director Johnson moved to accept the agenda with the above changes. Director Fahrlander seconded the motion and all were in favor.

2. Public Comment

None

3. Consent Items

Director Johnson clarified that in the Minutes on Page 1, Item 6 the amount of \$221,000 was actually \$226,000. Also, on Page 3, in the fourth paragraph, last sentence should read "all were in favor except Vice President Anderson and Director Fahrlander and the motion was approved."

The Board agreed to pull the High Desert Underground bill from the Consent Items because an item was missing.

Vice President Anderson moved to approve the Consent Items with the changes to the minutes above and the removal of the HDU Invoice, Director Roberts seconded the motion and all were in favor.

4. Matters Removed from Consent Items for Discussion

None

5. Presentation/Appointments

a. None

6. Continued/New Agenda Items – Action Items

a. Resolution of Intention to Approve a Contract between the Board of Administration California Public Employees' Retirement System and Phelan Piñon Hills Community Services District

Ray Lane gave the Board a presentation on the CalPERS Retirement Program. A discussion took place regarding CalPERS and the fees to the District and the employees.

ACTION ITEM: After discussion, the Board agreed to table this item to the first meeting in August and direct staff to gather additional options for CalPERS as well as other retirement plans.

ACTION ITEM: After discussion on whether it is equitable for the District to join a pool at this time the Board agreed to instruct Mr. Bartz to write a letter to CalPERS.

Mr. Lane stated the Board can speak at the CalPERS Board and/or Benefits Program and Administrative Committee Meeting.

b. **Discussion of Addition of District Employees**

Mr. Bartz explained to the Board that the District has been outsourcing work in the past year and he briefed the Board on the different options staff has researched to resolve this issue.

Vice President Anderson asked if the costs being shown for the Engineering Studies were the actual costs paid by the District. Mr. Bartz stated that was correct. Vice President Anderson also clarified that the District has stopped contract services as of June 30, 2009. Mr. Bartz stated that is correct.

A discussion took place regarding hiring someone who lives within the District.

Director Roberts asked if a Water Operator I was the lowest class of the Water Operators. Mr. Bartz stated it was. Director Roberts clarified that this would be an opportunity to bring in someone at an entry level. Mr. Bartz stated that is correct. A discussion took place regarding the requirements for a Water Operator II.

Director Roberts clarified that a lot of the projects the District is looking at completing do not require an Engineer. Mr. Bartz stated that is correct.

Director Roberts stated that the Board needs to consider the retirement options for new employees.

Director Roberts felt the numbers used for maintenance costs were high. Mr. Bartz stated the field positions are prevailing wage when they are contracted. He also noted that additional field staff is needed for more than just the Hydrant/Valve Crew. President Morrisette clarified that the new employees would be working part of the week on other District duties besides on the Hydrant/Valve Crew.

Director Fahrlender stated he felt the District could get around the hiring of a contractor for the Engineering Technician. Mr. Bartz explained the goal was to get continuity on the Districts projects. Director Fahrlender felt an Engineering Technician could be contracted for a year in order for the District to obtain actual costs.

Director Johnson asked if High Desert Underground finished testing the hydrants and valves before their services were terminated. Mr. Bartz stated approximately 30% still needs to be completed.

Director Johnson clarified that the District would set up a fee schedule to bill the developers on the Engineering Technicians fees. Mr. Bartz stated that was correct.

Director Johnson stated the new employees will be in the same position as the current staff is when it comes to the retirement issue.

In regards to the Engineering Technician, Director Johnson stated he sees a strong benefit in continuity of knowledge and not having to retrain someone on the Districts knowledge every time someone new is brought in.

In regards to hiring a contractor, Director Johnson noted the additional costs to the District. Director Johnson also pointed out the savings to the District by hiring an Engineering Technician. Director Johnson moved approval of the item. President Morrissette seconded the motion.

Mr. Bartz stated staff could take the Board's suggestion to hire two Water Operator I Positions. Vice President Anderson stated he believes the District should make an effort to hire employees who live within the District. Vice President Anderson stated he would like to see the Engineering Technician contracted for a year. He also felt the District may be able to contract out the Hydrant/Valve Crew at a lower rate. Director Fahrlander asked, if the Hydrant/Valve Crew was contracted, could one position help with the additional needs of the District. Mr. Bartz stated that would not be enough. Mr. Bartz stated there will also be a lot of work for staff with the meter change out program as well. A discussion took place regarding the issues of contracting these positions.

Director Johnson clarified that his motion was to follow staff's recommendation with the modification that staff hire two Water Operator I positions that will need to obtain the required certificates within 18 months. The Engineering Technician position would remain the same. President Morrissette seconded. Directors Johnson and Morrissette voted in favor. Directors Anderson, Roberts and Fahrlander voted against. The motion was not approved.

Director Roberts stated he is uncomfortable with the numbers he sees on the handout and would like further information.

Vice President Anderson motioned to create the Engineering Technician position as a contract position and to stay within the budgeted amount. Director Fahrlander seconded the motion. Director Johnson stated he will vote no on this item. Mr. Bartz stated he wished to have a regular employee for this position in order to have continuity in that position; however, he noted he would make the budgeted amount work for a contracted employee if the Board desired. All were in favor except Director Johnson and the motion was approved.

c. **Discussion on Mission Statement**

Director Johnson recommended this item be continued to a future meeting. The Board agreed.

d. **Discussion on Board Training through CSDA**

Director Johnson moved to approve Board Training through CSDA. Director Roberts seconded the motion. Vice President Anderson asked for a syllabus on the training. All were in favor except Vice President Anderson who abstained from the vote.

7. **Committee Reports**

a. **Engineering Committee (Standing)**

The Engineering Committee had nothing new to report.

- b. **Street Lighting & Parks Committee (Standing)**
The Street Lighting & Parks Committee met with the Seniors and they agreed all parties need to communicate better and not jump to conclusions. He stated the Seniors are concerned about the upcoming discussions on their contract.
- c. **Finance Committee (Standing)**
Finance Committee will meet on July 8, 2009 at 7:00 p.m. They will be revising the Reserve Policy and have a discussion on the five year plan.
- d. **Building Committee (Standing)**
Building Committee will meet on July 8, 2009 at 6:00 p.m.
- e. **Adjudication Committee (Ad Hoc)**
Adjudication Committee conducted a meeting prior to this meeting and there was nothing new to report.
- f. **Emergency Preparedness (Ad Hoc)**
The Emergency Preparedness Committee had nothing new to report.

ACTION ITEM: President Morrisette asked that the General Manager Review Committee (Ad Hoc) and the Master Plan Review Committee (Ad Hoc) be added to the agenda.

- 8. **General Manager's Report – Oral Report**
Mr. Bartz gave the Board a written report. He stated the Master Plan should be presented to the Board on July 15, 2009 for its review.
- 9. **Reports** (Brief oral reports on subjects not covered by this agenda. No action may be taken.)
 - a. **Director's Report**
 - Anderson** – Commented that it is very hard to be a Board Member and not speak out at times. He apologized to Director Johnson and stated the Board is working on these issues and will continue to work on them.
 - Fahlender** – Nothing further to report.
 - Johnson** – Nothing further to report.
 - Roberts** – Thanked staff for the prompt response to the Board's request for a CalPERS Representative.
 - b. **President's Report**
President Morrisette stated he submitted a written report. He also noted he attended a meeting with the Transition Habitat Conservancy and talked to the facilitator about having him come to speak to the Board if the Board wished.
- 10. **Correspondence/Information**
President Morrisette reviewed the correspondence with the Board. He noted there were a couple of typographical errors in the letters that staff will be revising.

Set Agenda for Next Meeting – July 15, 2009

Director Johnson stated he will be out of town for the next meeting.

The Board agreed to have the following items on the agenda for the next meeting:

- Award Master Plan Bid
- Safety Award Program
- Hearing for Delinquent Accounts
- Candidate Nominations for ACWA Board
- Official Election Resolution Ballot for SDRMA Board

The following items will be discussed at a future Board Meeting:

- General Manager Review
- Solid Waste Powers
- Resolution for Parks & Recreation Month
- Mission Statement

The Board adjourned at 10:30 p.m. for the Closed Session Conference with Real Property Negotiators.

Closed Session – Conference with Real Property Negotiators

(Government Code §54956.8)

Properties: APN#3066-331-26/APN #3066-441-05, 06 & 07/APN #3066-221-29 & 33/ APN#3066-221-25
District Negotiators: Mr. Bartz/Mr. Kennedy
Negotiating Parties: Lee & Associates/Kevin Anderson/Harry Marinelli/Zimbro Realty
Under Negotiation: Price and terms of payment

The Board reconvened at approximately 10:42 p.m.

Announcements of Any Reportable Closed Session Actions

The Board announced there were no reportable Closed Session actions.

Adjourn

With no further business the meeting was adjourned at approximately 10:43 p.m.