



Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
August 17, 2011 – 7:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371**

MINUTES

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

Board Member Absent: None

Staff Present: Don Bartz, General Manager
Debbie Bishop, Board Secretary

Call to Order

President Fahrlander called the meeting to order at 7:06 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Board Members were present.

1. Approval of Agenda

Vice President Roberts moved to approve the Agenda. Director Morrissette seconded the motion. All were in favor.

2. Public Comment

Melitta Duncan from Animal Services spoke to the Board regarding their survey at the flea market. They felt the community was very hungry to get the information regarding having a clinic in Piñon Hills for the low cost spay, neutering and shot clinic. She said they will be in Wrightwood this weekend.

Skip Ewing from Ewing Electric spoke to the Board regarding the job walk they did for emergency power. He stated the job was put on hold at the time and asked what the current status was. He stated he spent quite a bit of money in the bid process and believes the District needs the emergency power at its sites and cannot figure out why the job was shelved. Mr. Bartz stated one of the hold-ups on the project was the purchasing policy which is on the agenda for tonight.

3. Consent Items

Director Johnson motioned to approve the Consent Items. Vice President Roberts seconded the motion. All were in favor.

4. Matters Removed from Consent Items

None

5. Presentations/Appointments

a. None

6. Continued/New Agenda Items – Action Items

a. Discussion and Possible Approval of Resolution 2011-07; Establishing Purchasing Procedures

Mr. Bartz briefed the Board on the Purchasing Procedures that were reviewed at a prior meeting. He stated all changes have been made.

Director Anderson asked how the new policy is going to help make the emergency generators problem just discussed move forward. Mr. Bartz stated there are some items the District might have to cut the prices down. He said the Board can recommend to the GM to move forward on the project or to direct the project to be rebid. Mr. Kennedy stated staff recommended changes to help fix the problem; however, there were some changes that couldn't be accepted because of statutory requirements. President Fahlender stated he thought staff was going to look at having generators in different zones. Vice President Roberts apologized that the Engineering Committee was supposed to look into that but he has gotten tied up with the Adjudication. Mr. Bartz asked the Board to be able to talk to Mr. Ewing regarding his out of pocket funds. The Board agreed.

Director Johnson moved to approve the item. Director Morrisette seconded the motion. Director Anderson expressed his concerns regarding individual decisions swaying how the policy is followed. All were in favor.

b. Discussion and Possible Action Regarding ACWA's Call for Candidate Nominations

Mr. Bartz stated ACWA has Board positions available if there is any interest by the Districts Board Members. There was no interest by the Board Members.

c. Discussion and Possible Action Regarding SDRMA's Election Resolution and Ballot

Mr. Bartz stated the Board can select up to three Candidates for SDRMA's election. Mr. Bartz stated there are several Candidates that would be well qualified. Director Johnson moved to vote for Ed Gray and Edmund K. Sprague. Director Morrisette seconded the item. All were in favor.

7. Review of July Disbursement List

Vice President Roberts inquired on the two disbursements for Victor Valley Personnel. Mr. Bartz stated that was for two months.

Director Roberts asked about the Hazardous Materials Permit. The Board agreed it was for Chlorine and the Gas Tank.

ACTION ITEM: Mr. Bartz will report on the Hazardous Materials Permit on his next report.

8. Review of Action Items

Mr. Bartz stated he is in the process of wrapping up the information for the Edison wattage for the sites.

Director Johnson stated the item regarding the computers/software for the Board Members was looked into and a preliminary was done on it. He stated a demonstration would be brought to the Board on another date.

9. Committee Reports

- a. **Engineering Committee (Standing)** – Vice President Roberts stated the meeting was canceled this month; however, he did meet with MWA and they are starting to be interested in our area for recharge stations. Mr. Bartz stated they are looking to move the ramp down further down the line.
- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrisette they haven't met since the last meeting. He stated what wasn't reported on at the last meeting was adjacent to the north side of the Piñon Hills Park is 5 parcels that are for sale. He stated this may need to be agendized for the future. He stated there was also discussion regarding doing a park master plan to look at the layout of the District to look at potential areas for parks in the future.
- c. **Finance Committee (Standing)** – Director Johnson stated they met and reviewed the preliminary financials for the year end. He stated there should be some upcoming meetings with the auditors.
- d. **Building Committee (Standing)** – This Committee will be brought back in January.

- e. **Adjudication Committee (Ad Hoc)** – Vice President Roberts stated they were in Sacramento. There is talk to negotiate a settlement. There are meetings for August 29th and 30th.
- f. **Solid Waste Powers (Ad Hoc)** – President Fahrlender stated the application for Solid Waste Powers is at LAFCO.
- g. **Legislative & Grant Committee (Standing)** – Director Morrisette stated they had discussions regarding bills to be watched as well as keeping in touch with the representatives.
- h. **Roads Committee (Standing)** – Director Johnson stated there is a meeting scheduled for Monday at 2:30 p.m. where they will be talking with representatives with the County at Snowline School District.
- i. **GM Committee (Ad Hoc)** – Director Johnson stated there is a Closed Session tonight. He stated the Board Members need to update the Goals and Objectives for 2011/2012. The Board agreed to update the 2010/2011 list and submit the prioritized list to Ms. Bishop by August 31, 2011. This will be placed on the Board agenda for the September 7, 2011 Board Meeting.
- j. **Alternative Energy Committee** – Director Morrisette stated they met today with Steve Gasca per the Boards direction regarding the system he mentioned at the last meeting. He stated this system basically acts as a huge surge protector for the energy supplied to the District. He said they guaranteed a ten percent savings and probably more. They are willing to work with Mr. Bartz to put up a test one for the District to monitor. He stated they are aware they District would have to put this up to bid if the District was going to move forward with the project. The Committee recommends doing the testing. Mr. Bartz asked for recommendations prior to any testing being done. Director Morrisette briefed the Board on the Solar Energy Project requirements and the Districts tasks. He discussed putting in an application for funding through Edison that would save approximately thirty percent if the District can get the requirements and tasks done in time. Director Johnson suggested the Board give Ms. Bishop any requirements they think should be added and stated the requirements will be prioritized.

10. General Manager's Report

Mr. Bartz stated there is a written report and stated they had a quick run through regarding what staff does in the case of an emergency. He stated one need is to look into an emergency generator for the office as well as the Wells. Mr. Bartz stated staff is looking at mutual aid with other water companies. He stated the District will be part of CalWarn which is expanded in Southern California as well. Mr. Bartz reported the Piñon Hills Park Garage asbestos tests came back negative. He stated there is interest from the Fire Department in doing a test burn with the garage. Mr. Bartz stated staff is working on the Policies and Procedures and be will ready to start presenting parts of that to the Board. Mr. Bartz also reported the District is almost ready to begin the desert drought landscaping at the office. In regards to the meter change-outs, Mr. Bartz stated they have begun in the higher zones to try to get those before winter begins. Mr. Bartz reported he sat down will all the staff members and is compiling his notes on this. He stated there are some changes that will be made and there will be a review of job descriptions. Mr. Bartz stated he didn't see any major changes in classifications.

11. Reports

a. Director's Report

Morrisette – Director Morrisette stated he had nothing further to report.

Roberts – Vice President Roberts stated he brought up an old Senate Bill regarding the Clean Water Act and taking over of all service waters by the Government a month ago. He stated in looking into it we discovered that was old and had been squashed. In this month's ACWA Letter, basically the same thing is being brought up through the Clean Water Act.

Anderson – Director Anderson commented on the Ewing Bid and asked if it would be more appropriate to keep that bid as it is. President Fahrlender stated this will be worked out through the Engineering Committee and Mr. Bartz. Mr. Kennedy stated the statutory requirements require the bid be redone and that is what he recommends to the Board.

Johnson – Director Johnson stated he had nothing further to report.

- b. **President's Report** – President Fahrlender stated he did file to run as a return Director to the Board.

12. Correspondence/Information

Set Agenda for Next Meeting – August 17, 2011

- Water Conservation Budget
- Discussion and Possible Action Regarding Camping and Target Range MOU with the County
- Discussion on Little Hoover Report
- Review of GM Goals

Adjourn to Closed Session

The Board Adjourned for Closed Session at 8:27 p.m.

Reconvene from Closed Session

The Board Reconvened from Closed Session at 9:22 p.m.

Reportable Closed Session Items

President Fahrlander stated there was no reportable action from the Closed Session.

Adjourn

With no further business, the meeting was adjourned at 9:23 p.m.

Board approved the above Minutes on September 7, 2011:

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