



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
September 15, 2010 – 7:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371**

MINUTES

Board Members Present: Charlie Johnson, President
Joe Fahrlander, Vice President
Ken Anderson, Director
Mark Roberts, Director
Al Morrissette, 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 7:07 p.m.

Roll Call

All Board Members were present.

1. Approval of Agenda

Mr. Bartz asked to move the closed session for the Adjudication to follow Agenda Item 1, "Approval of Agenda." Director Roberts moved to approve the Agenda with the change. Vice President Fahrlander seconded the motion. All were in favor.

Adjourn

The meeting was adjourned at 7:07 p.m. for Closed Session

Closed Session – CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Government Code: Subdivision (a) of Section 54956.9)

Antelope Valley Groundwater Cases, Judicial Council Coordination No. 4408, Santa Clara County Superior Court, Case No. 1-05-CV-049053

Included Actions:

- *Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.*, Los Angeles County Superior Court, Case No. BC325201
- *Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.*, Kern County Superior Court, Case No. S0-1500-CV-254-348
- *Wm. Bolthouse Farms, Inc. v. City of Lancaster*, Riverside County Superior Court Case, No. RIC 353840
- *Diamond Farming Co. v. City of Lancaster*, Riverside County Superior Court, Case No. RIC 344436
- *Diamond Farming Co. v. Palmdale Water District*, Riverside County Superior Court, Case No. RIC 344668

Meeting Reconvened

The meeting was reconvened at approximately 7:23 p.m. and the pledge of allegiance was conducted.

Announcement of Reportable Action from Closed Session

The PPHCSD has met and considered the proposed Willis Class Stipulation of Settlement and has approved the Settlement based upon assurances provided by Water Works District 40 and by the Willis Class Counsel.

2. Public Comment

Mr. Brandon reported on the Phelan Phun Day. He stated the turnout exceeded past events.

3. Consent Items

Director Morrisette moved 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. **None**

6. Continued/New Agenda Items – Action Items**a. Discussion and Possible Approval of Alternative Work Schedule**

Mr. Bartz stated the Board asked for this item to be placed on this agenda at the last meeting. He also stated the Board was to submit any questions they may have to staff prior to the meeting; no questions were received by staff. Mr. Bartz briefed the Board on the options the Board agreed to consider at the last meeting.

Director Anderson stated he is having a hard time with the benefits to the public. Director Roberts stated his concern about the move in three months and changing the staff hours all at once. Director Anderson also mentioned a new computer system at the same time.

Director Roberts asked about the relation of the number of Regular Duty Hours in the options. Ms. Lowrance stated staff is trying to show the number of hours staff has to do their regular work.

President Johnson asked what Mr. Bartz and Ms. Lowrance would like to see. Ms. Lowrance for benefit to the District, Option A is Managements preference. Mr. Bartz and Ms. Lowrance emphasized the benefits for training and meeting purposes.

Vice President Fahrlander stated he has a hard time with any option that shuts down time to the public.

Mr. Bartz stated in regards to Director Roberts question about less walk in traffic with the new software, Mr. Bartz stated he cannot quantify if there will be less walk in traffic or not.

Director Morrisette asked how this would affect overtime. Mr. Bishop stated the options would not increase overtime for field staff.

Director Anderson motioned to accept Option E with a report at the end of the year and quarterly from that point forward. Director Anderson suggested reporting the daily counts to make sure customers are being taken care of. Director Roberts seconded the motion. Director Morrisette asked if there is a savings on Option A that is worth mentioning. Ms. Lowrance stated there will be a small savings on electricity. Mr. Bishop stated there is a savings on equipment that is not being used. All were in favor except Director Morrisette and Vice President Fahrlander.

7. Review of August Disbursement List

Vice President Fahrlander asked about the line item for the CalPERS 457 Program. Ms. Lowrance stated that is the Employees contribution to their plans. The District collects the funds from staff and pays it to CalPERS.

Director Roberts asked about the line item for a laptop purchase on Chris Bishop's Visa. Mr. Bartz stated it is a field laptop purchased for field staff.

8. Review of Action Items

Mr. Bartz briefed the Board on the Action Items.

President Johnson asked about the problem with the server on the weekend. Mr. Bartz stated the problem was fixed Monday morning.

9. Committee Reports

- a. **Engineering Committee (Standing)** – Director Roberts stated there was a meeting scheduled; however, there was not a quorum.
- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrissette stated they met; however, there is nothing new to report. He asked Mr. Kennedy the status of the Park Project Paperwork. Mr. Kennedy asked the status of the CEQUA. He stated he has been told there is a Notice of Exemption that he has not seen yet. Mr. Bartz stated staff has been in contact with Mr. Rigney from the County of San Bernardino Special Districts Department and he is supposed to be supplying the Notice of Exemption. Mr. Bartz stated Mr. Rigney indicated the transfer of the \$600,000 funds is expected from the County should be received in a few weeks.
- c. **Finance Committee (Standing)** – President Johnson stated the Committee will be meeting tomorrow.
- d. **Building Committee (Standing)** – The Building Committee did not meet.
- e. **Adjudication Committee (Ad Hoc)** – Director Roberts stated they continue to meet.
- f. **Solid Waste Powers (Ad Hoc)** – Vice President Fahlender stated they met with the consultant regarding the scope of work.
- g. **Legislative & Grant Committee (Standing)** – Vice President Fahlender stated they met and discussed the District looking into grants for alternative powers.

10. General Manager's Report

Mr. Bartz stated there is a written report. He also noted the third page of his report has a timeline for the Master Plan which should be completed by the end of the year. Mr. Bartz reported they had a meeting today regarding the septic tank for the modular building. They discovered there is an existing tank that they are working to see if the District can use to save some money. Mr. Bartz stated plans have been received for the modular. He noted the only thing that can hold this up are getting the permits. The estimated move-in is the end of November or early December.

Vice President Fahlender asked about Mr. Bucknam doing a fee study. Mr. Bartz stated that item is premature.

11. Reports**a. Director's Report**

Morrissette – Director Morrissette stated staff did a good job standing out with the public at the Phelan Phun Day. He reminded that Kathleen McDonald mentioned broadband coming to the District and he wanted to bring that to the Boards attention for their thought.

Anderson – Director Anderson had nothing further to report.

Fahlender – Vice President Fahlender echoed Director Roberts regarding the Phelan Phun Day. He stated every time he walked by our booth, everyone was smiling.

Roberts – Director Roberts thanked Mr. Bartz for putting together the square footage numbers for the buildings. He also thanked everyone who put on the Phelan Phun Day.

- b. **President's Report** – President Johnson also thanked staff for their time at the Phelan Phun Day. He noted the District was a Patriot Sponsor for the event, and expressed his disappointment about the mention of the sponsors during the breaks of the parade.

12. Correspondence/Information

Mr. Bartz reported the Piñon Hills Seniors are working with staff to repair the Christmas decorations for the lights.

Set Agenda for Next Meeting – October 6, 2010

- Master Plan Review
- Discussion on Administration Building

Future Board Meeting

- Discussion regarding the three tiered rate structure
- Discussion of Reformation of the Citizen’s Advisory Committee

Adjourn

The meeting was adjourned at 8:39 p.m. for Closed Session

Closed Session – Conference with Legal Counsel/Anticipated Litigation
Significant Exposure to Litigation pursuant to government code 54956.9(b)
One potential case

Meeting Reconvened

The meeting was reconvened at approximately 9:14 p.m.

Announcement of Reportable Action from Closed Session

There were no reportable actions to report.

Adjourn

With no further business, the meeting was adjourned at 9:15 p.m.

Board approved the above Minutes on October 6, 2010:

_____	_____
Charlie Johnson, President	Date
_____	_____
Debbie Bishop, Board Secretary	Date