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REGULAR BOARD MEETING MINUTES

March 2, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Rebecca Kujawa, President (Zoom)
Deborah Philips, Vice President
Kathy Hoffman, Director
Charlie Johnson, Director
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Ward, HR Manager/Executive Secretary
Sean Wright, Water Operations Manager

District Counsel: Steve Kennedy, General Counsel (Zoom)

Public: Kevin Kenley

Call to Order

Director Philips called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Director Roberts moved to approve the Agenda. Director Hoffman seconded the motion. Motion carried 5-0.

2) Public Comment

a) General Public

Kevin Kenley, CVWD, stated he is seeking election as Alternate Special District member of LAFCO. He stated that Jim Curatalo is not seeking reelection and requested the Board's support.

b) Community Reports

- **Sheriff** – Captain Jeremy Martinez reported sending weekly press releases to the District. He advised the public to not approach marijuana grows and to report them instead. Two deputies were shot at in December for being near a grow

operation. Lieutenant Ryan Smith introduced himself and said he transferred to the local station. Sergeant Paul Solorio gave the call statistics for February.

- **County Supervisor** – Sam Shoup, Field Representative for Supervisor Cook, reported that recent analysis at the intersection of Phelan Road and Clovis Road shows a traffic signal is needed and work will begin in the summer of 2023. Some intersection improvements on Phelan Road will take place this summer. The Phelan Road widening project is anticipated to begin in 2025; still waiting on funding availability. Operation Hammerstrike has been going on for 6 months.
- **Mojave Water Agency** – Ken Anderson, Director, shared a presentation on Free Production Allowance and ramp down procedures. There is a 5% ramp down proposed for this area.

3) **Consent Items**

Director Roberts moved to approve the Consent Items. Director Hoffman seconded the motion. Motion carried 5-0.

4) **Matters Removed from Consent Items**

None

5) **Presentations/Appointments**

None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Adoption of Resolution No. 2022-09; Establishing a Conflict of Interest Code**

Staff Recommendation: For the Board to adopt Resolution No. 2022-09; Establishing a Conflict of Interest Code.

Mr. Bartz presented this item.

Director Johnson moved to approve the staff recommendation with the modification that was identified. Director Roberts seconded the motion. Motion carried 5-0.

b) **Discussion & Possible Action Regarding Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110**

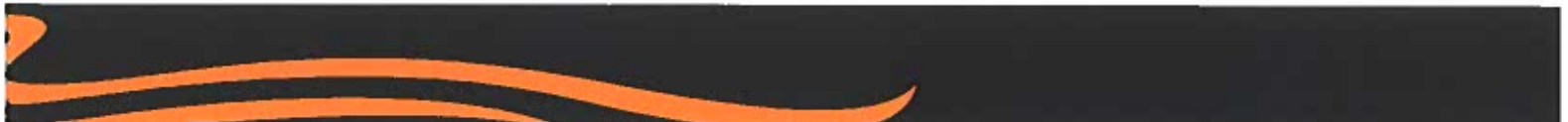
Staff Recommendation: For the Board to authorize staff to prepare and execute a new Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110 to extend the use period to August 20, 2022.

Mr. Bartz presented this item.

Director Hoffman moved to approve the staff recommendation. Director Johnson seconded the motion. Motion carried 5-0.

c) **Update on the Proposed Civic Center & Phelan Park Expansion Projects**

Staff Recommendation: None



Mr. Cardenas reported on upcoming anticipated fees. He stated we are still waiting for CEQA to be completed. KTUA will have a presentation to the Board on April 6th.

No action taken; not an action item.

d) **Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District**

Staff Recommendation: None

Mr. Bartz reported that the state is still working on consolidation components.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – None.
- b) **Engineering Committee (Standing)** – Did not meet in February.
- c) **Finance Committee (Standing)** – There will be a Special meeting March 22nd.
- d) **Legislative Committee (Standing)** – Meets in May.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing new.
- f) **Waste & Recycling Committee (Standing)** – Meets next week.

8) **Staff and General Manager's Report**

Mr. Bartz reported that Chris Cummings was hired for the new position of Assistant Water Operations Manager.

9) **Reports**

- a) **Director's Report**
 - Hoffman** – Nothing further to report.
 - Phillips** – Attended ASBCSD meeting and noted election runoff next month.
 - Roberts** – Nothing further to report.
 - Johnson** – Nothing further to report.
- b) **President's Report** – Attended ASBCSD meeting on Monday. There was a tie for the Director position and there will be a runoff at the next meeting.

10) **Correspondence/Information** – The items in the packet were noted.

11) **Review of Action Items**

- a) **Prior Meeting Action Items**
 - Dead End Lines – Info will be included in the next meeting
- b) **Current Meeting Action Items**
 - Asplundh Revenue – Does this revenue go to the government or enterprise fund?

12) **Set Agenda for Next Meeting**

- **Regular Board Meeting** – March 16, 2022

15) **Adjournment**

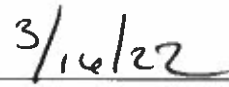
With no further business before the Board, the meeting was adjourned at 6:42 p.m.



Agenda materials can be viewed online at <https://www.pphcsd.org>



Rebecca Kujawa, President of the Board



Date



Kim Ward, HR Manager/Executive Secretary



Date

