Phelan Piñon Hills CSD
Established 2008

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REGULAR BOARD MEETING MINUTES

August 12, 2026 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present:	Rebecca Kujawa, President Jeanna Mills, Vice President Chuck Hays, Director Deborah Philips, Director Greg Snyder, Director
Board Members Absent:	None
Staff Present:	Don Bartz, General Manager George Cardenas, Asst. General Manager/Engineering Manager Jennifer Oakes, Board Clerk/Parks Manager Heather Childers, Customer Service Manager Chris Cummings, Asst. Water Operations Manager Elizabeth Fernandez, Administrative Assistant I
District Counsel:	Wes Miliband, General Counsel

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order
President Kujawa called the meeting to order at 5:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call
All Directors were present at roll call.

1) **Approval of Agenda**
Mr. Bartz requested removal of item five. Director Philips moved to approve the Agenda as modified. Vice President Mills seconded the motion. Motion carried 5-0.

2) **Public Comment**
   a) **General Public**
      1. Community Member Robert Swartwood provided comments regarding the switch to monthly billing versus bi-monthly billing, as was previous District practice, and Chromium 6.

2. Community Member Jim Kurfman provided comments regarding his specific water bill and Chromium 6. He expressed concerns about the amount and length of time that Chromium 6 charges have continued to appear on monthly billings. He submitted a new billing proposal for the Board's consideration.

3. Community Member Michael Newire provided comments regarding concerns with the former Meadowbrook Dairy.

4. Community Member Wayne Klinkner submitted specific questions about costs associated with reading meters and also about CR&R charges.

b) **Community Reports**

1. Battalion Chief Spies provided statistics for last month for the community and also provided information regarding a new outreach program that will be starting. He also answered various questions from the audience.

2. Sergeant Nicocea provided statistics for the month of July for the Phelan and Pinon Hills area and answered various questions from the audience.

3) **Consent Items**

a) Approval of Minutes
b) Informational – Summary of Directors' Expenses
c) Approval of Board Stipends/Reimbursements
d) Acceptance of July 2026 Disbursements
e) Approval of Contractor Payments

Vice President Mills moved to approve the Consent Items. Director Snyder seconded the motion. Motion carried 5-0.

4) **Matters Removed from Consent Items**

None

5) **Presentations/Appointments**

Removed

6) **Continued/New Agenda Items**

a) Consideration and Possible Acceptance of Mills Hardware Disbursements for the Period of July 1, 2026 – July 31, 2026

Staff Recommendation: Staff recommends that the Board of Directors approve disbursements to Mills Hardware totaling $544.08 for the period of July 1, 2026 through July 31, 2026, as identified in the attached disbursement detail.

Vice President Mills stated that she was recusing herself due to her ownership of Mills Hardware and did not vote on the item. Director Snyder moved to approve the Mills Hardware disbursements. Director Hays seconded the motion. Motion carried 4-0.

b) Consideration of and Possible Action Regarding the Appeal of an Administrative Penalty Under Ordinance No. 2021-03 – Augustin Pena

Staff Recommendation: For the Board to deny the customer's appeal to waive the water theft fine, and any other charges associated with the theft that occurred in connection with APN 3038-021-22.

Ms. Childers introduced this item.

President Kujawa moved to reduce the administrative fine from $1,000.00 to $750.00, but keep the remaining charges in place. Director Philips seconded the motion. Motion carried 5-0.

c) Update on District Projects

Mr. Cardenas introduced this item and provided updates on the Civic Center, Phelan Park Enhancement, and Phelan Park Expansion projects.

No action taken; not an action item.

7) **Committee Reports/Comments**

a) **Engineering Committee (Standing)** – Has not met. Nothing to report.
b) **Finance Committee (Standing)** – Has not met. Nothing to report.
c) **Legislative Committee (Standing)** – Has not met. Nothing to report.
d) **Parks, Recreation & Street Lighting Committee (Standing)** – Director Snyder provided a verbal report on the Committee's August 11, 2026 meeting.
e) **Waste & Recycling Committee (Standing)** – Has not met. Nothing to report.

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

9) **Reports**

a) **Director's Report**

- Director Hays made a suggestion for a future community meeting to discuss community concerns in a less formal forum.

b) **President's Report**

Nothing to report

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

11) **Review of Current Meeting Action Items**
    a) Prior Meeting Action Items – All items have been assigned to future meeting dates.
    b) Current Meeting Action Items – None

12) **Set Agenda for Next Meeting**
    - August 26, 2026 – Staff recommended cancellation of the upcoming meeting due to Board members and staff attending a conference that week.

13) **Recess to Closed Session**
    The Board recessed to closed session at 6:14 p.m.

14) **Return to Open Session – Announcement of Reportable Action**
    The Board returned to open session at 7:01 p.m. with no reportable action.

15) **Adjournment**
    With no further business before the Board, the meeting was adjourned at 7:01 p.m.

Agenda materials can be viewed online at www.pphcsd.org

Jennifer Oakes, Board Clerk

8/12/26
Date