

## **REGULAR BOARD MEETING MINUTES**

September 13, 2023  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Rebecca Kujawa, President  
Mark Roberts, Vice President  
Chuck Hays, Director  
Deborah Philips, Director  
Greg Snyder, Director

**Board Members Absent:** None

**Staff Present:** Don Bartz, General Manager  
George Cardenas, Engineering Manager  
Sean Wright, Water Operations Manager  
Chris Cummings, Assistant Water Operations Manager  
David Noland, Finance Supervisor  
Aimee Williams, Assistant Board Clerk

**District Counsel:** Steve Kennedy, 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**

Director Philips moved to approve the Agenda. Director Hays seconded the motion.  
Motion carried 5-0.

#### **2) Public Comment**

a) **General Public** – None

##### **b) Community Reports**

- **School District** – Superintendent Ryan Holman commented on the start of the 2024 school year and discussed that the school district has increased safety measures across the district. The school district is a sponsor for Phelan Phun Days and will have a float in the parade.

- **County Supervisor** – Sam Shoup, Field Representative for Supervisor Cook, noted that the county unanimously approved the contract for Luther Snow to take over as CEO. Will check on an update on the installation of a stop light at Phelan Rd. and Clovis St.
- **State Senate** – Victor Hernandez, Field Representative for Senator Rosilicie Ochoa-Bogh, provided a legislative update.

### 3) **Consent Items**

Director Snyder moved to approve the consent items. Vice President Roberts 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 Resolutions Nos. 2023-20, 2023-21, 2023-22, 2023-23, & 2023-24; Electing to Cease to be Subject to the Public Employees' Medical & Hospital Care Act with Respect to a Recognized Employee Organization**

Staff Recommendation: For the Board to adopt Resolution Nos. 2023-20, 2023-21, 2023-22, 2023-23, & 2023-24; Electing to Cease to be Subject to the Public Employees' Medical & Hospital Care Act with Respect to a Recognized Employee Organization.

Mr. Noland introduced this item.

Director Philips moved to adopt Resolution Nos. 2023-20, 2023-21, 2023-22, 2023-23, & 2023-24. Vice President Roberts seconded the motion. Motion carried 5-0.

#### b) **Discussion & Possible Adoption of Resolution No. 2023-25; Election for Employer Paid Member Contributions for Classic Tier I Employees**

Staff Recommendation: For the Board to adopt resolution No. 2023-25; Election for Employer Paid Member Contribution for Classic Tier I Employees.

Mr. Noland introduced this item.

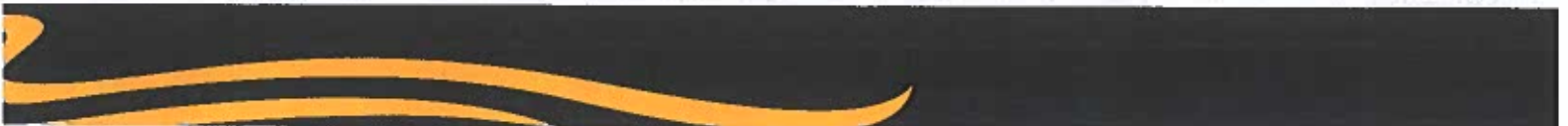
Director Snyder moved to adopt Resolution No. 2023-25. Director Hays seconded the motion. Motion carried 5-0.

#### c) **Discussion & Possible Adoption of Resolution No. 2023-26; Election for Employer Paid Member Contributions for Classic Tier II Employees**

Staff Recommendation: For the Board to adopt resolution No. 2023-26; Election for Employer Paid Member Contribution for Classic Tier II Employees.

Mr. Noland introduced this item.

Director Hays moved to adopt Resolution No. 2023-26. Director Philips seconded the motion. Motion carried 5-0.



d) **Discussion & Possible Action Regarding Addition of Translation Stipend Policy to Personnel Manual**

Staff Recommendation: For the Board to approve the addition of Section 6.5 "Translator Stipend Policy" to the District's Personnel Manual.

Mr. Bartz introduced this item.

Consensus of the Board was to approve the addition of Section 6.5 "Translator Stipend Policy" to the District's Personnel Manual.

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

Staff Recommendation: None

Mr. Cardenas provided an update on the status of the RFP and procurement of grant funds.

No action taken.

7) **Committee Reports/Comments**

- a) **Engineering Committee (Standing)** – Meets next Wednesday.
- b) **Finance Committee (Standing)** – Meets next month.
- c) **Legislative Committee (Standing)** – Met yesterday.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Meets in November.
- e) **Waste & Recycling Committee (Standing)** – Meets next week.

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

Reviewed pictures of storm damage that were provided in the Water Operation Manager's report.

9) **Reports**

a) **Director's Report**

**Roberts** – Thanked everyone for their support over the last month.

**Phillips** – Noted her attendance at the CSDA annual conference. A report was provided in the packet.

**Hays** – Noted his attendance at the CSDA annual conference. A report was provided in the packet.

**Snyder** – Noted his attendance at the CSDA annual conference.

b) **President's Report** – Nothing to report.

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

11) **Review of Action Items**

- a) **Prior Meeting Action Items** – Fuel Storage options will be brought to a future Board meeting after proposals are finalized.
- b) **Current Meeting Action Items** – None

12) **Set Agenda for Next Meeting**

- Regular Board Meeting – September 27, 2023, 5:00 p.m.

13) **Recess to Closed Session**

The Board recessed to Closed Session at 5:48 p.m.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-83 & 0457-161-83)

District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy, General Counsel

Negotiating Party: Circle Green, Inc.

Under Negotiation: Price & Terms of Purchase

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)

One potential case

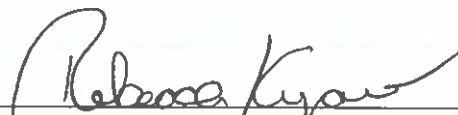
14) **Return to Open Session – Announcement of Reportable Action**

The Board returned to Open Session at 6:49 p.m.; there was no reportable action.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:49 p.m.

Agenda materials can be viewed online at [www.pphcsd.org](http://www.pphcsd.org)

  
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Rebecca Kujawa, President of the Board

  
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Date

  
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Kim Sewy, HR & Solid Waste Manager/District Clerk

  
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Date

