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SPECIAL BOARD MEETING MINUTES

November 1, 2023 – 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
Mark Roberts, Vice President
Chuck Hays, Director
Deborah Philips, Director
Greg Snyder, Director

Board Members Absent: None

Staff Present: George Cardenas, Engineering Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Assistant Water Operations Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel

SPECIAL 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 as amended. Vice President Roberts seconded the motion. Motion carried 5-0.

2) Public Comment

- a) **General Public** – None
- b) **Community Reports** – None

3) Consent Items

Vice President Roberts 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 – None**6) Continued/New Agenda Items****a) Discussion & Possible Action Regarding Fuel Dispensing and Storage Facility at the Oasis Operations Maintenance Yard**

Staff Recommendation: For the Board to take no action as current fuel storage is adequate and additional fuel storage is too costly and not budgeted.

Mr. Wright introduced this item.

No action taken.

b) Discussion & Possible Action to Approve SCE invoices in the Amount of \$59,995.43 for the Civic Center/Phelan Park Expansion Project

Staff Recommendation: For the Board to approve the SCE invoices in the amount of \$59,995.43 for the Civic Center/Phelan Park Expansion Project.

Mr. Cardenas introduced this item.

Director Snyder moved to approve the SCE invoices as recommended. Director Philips seconded the motion. Motion carried 5-0.

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

Staff Recommendation: None

Mr. Cardenas updated the Board on the status of the proposed Civic Center & Phelan Park Expansion Projects.

No action taken; not an action item.

7) Committee Reports/Comments

- a) **Engineering Committee (Standing)** – Met and reviewed projects and the water system. Discussed watermaster.
- b) **Finance Committee (Standing)** – Met and reviewed the audit report.
- c) **Legislative Committee (Standing)** – Has not met.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Has not met.
- e) **Waste & Recycling Committee (Standing)** – Meets again November 15, 2023.

8) Staff and General Manager's Report

Nothing further to report.

9) Reports

- a) **Director's Report**
 - Snyder** – Nothing to report.
 - Hays** – Nothing to report.
 - Roberts** – Nothing to report.



Philips – Attended MWA's Wonders of Water class.

b) **President's Report** – A written report will be provided at a future meeting.

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

11) **Review of Action Items**

a) **Prior Meeting Action Items** – Complete

b) **Current Meeting Action Items** – Portable fuel tank information.

12) **Set Agenda for Next Meeting**

- Regular Board Meeting – November 8, 2023, 5:00 p.m.

13) **Recess to Closed Session**

The Board recessed to closed session at 5:31p.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 REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: Pinon Hills Community Center, 10433 Mountain Road, Pinon Hills, California

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

Negotiating Party: San Bernardino County Fire Protection District

Under Negotiation: Price & Terms of Use Agreement

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

One Potential Case

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4)

Two Potential Cases

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

The Board returned to open session at 6:29 p.m.

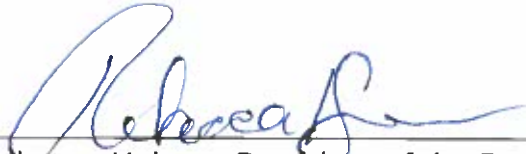
Mr. Kennedy reported that with respect to the exposure to litigation item, the Board received a claim filed on behalf of Cari McCormick. The Board unanimously rejected the claim and instructed Counsel to draft, prepare, and send a notice of rejection to the claimant's counsel.

With respect to the other items, there was no reportable action.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:29 p.m.

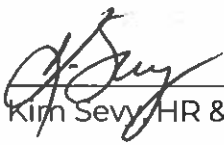
Agenda materials can be viewed online at www.pphcsd.org



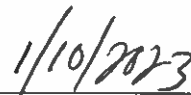
Rebecca Kujawa, President of the Board



Date



Kim Sevy, HR & Solid Waste Manager/District Clerk



Date

