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REGULAR BOARD MEETING MINUTES

June 28, 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
Deborah Philips, Director
Greg Snyder, Director

Board Members Absent: Chuck Hays, Director

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
Jen Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order

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

Roll Call

Director Hays was absent.

1) Approval of Agenda

Director Philips moved to approve the Agenda. Director Snyder seconded the motion.
Motion carried 4-0.

2) Public Comment

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

3) Consent Items

Vice President Roberts moved to approve the consent items. Director Philips seconded the motion. Motion carried 4-0.

4) Matters Removed from Consent Items – None

5) Presentations/Appointments

Jennifer Oaks, Executive Management Analyst/Conservation Program Administrator, provided a presentation on the District's Framework Readiness Assessment for Annual Water Use Objective.

6) Continued/New Agenda Items**a) Public Hearing on Water Conservation Measures**

President Kujawa declared the public hearing open at 5:16 p.m.

1. Secretary's Report

Ms. Sevy reported the District received zero written protests, objections, or comments regarding the proposed water conservation measures.

2. Attorney's Report on Action Taken Prior to this Hearing

Mr. Kennedy reported notice of public hearing was published in the Daily Press on June 14, 2023, and June 21, 2023. Notice of hearing was also published on the District website and posted in the District office beginning June 5, 2023. Copies of the resolution were made available for public review in the District office or by request.

Compliance with all legal requirements for the hearing were within the manner and time specified with applicable law.

3. Staff's Report

Ms. Sevy reported that on June 15, 2022, the Board adopted Resolution No. 2022-19, enacting Stage Two mandatory restrictions on water use as a response to the emergency drought regulations adopted by the State Water Board.

On March 24, 2023, the Governor of the State of California issued Executive Order N-5-23 lifting both the voluntary 15% water conservation target and the requirement for local water agencies to implement level 2 of drought contingency plans.

In addition to the lifting of the state requirement to implement level 2 of the district's drought contingency plan, the District is not experiencing a water shortage and therefore it is appropriate to rescind level 2 drought contingency plan restrictions and revert to stage 1 drought restrictions as described in Ordinance No. 2021-02.

4. Public Comments, Protests, and Objections

Public comment, protests, and/or objections were given by:

- Cheryl Rhoden

Director Philips moved to close the public hearing. Director Snyder seconded the motion. The motion carried 4-0 and the public hearing was declared closed at 5:19 p.m.

b) Discussion & Possible Action Regarding Resolution No. 2023-17; Rescinding Stage Two Mandatory Restrictions on Water Use

Staff Recommendation: For the Board to adopt Resolution 2023-17; Rescinding Stage Two Mandatory Restrictions on Water Use.

Ms. Sevy introduced this item.

Director Snyder moved to adopt Resolution No. 2023-17. President Kujawa seconded the motion. Motion carried 4-0.

c) **Discussion & Possible Action Regarding Annual Purchase Orders for Fuel from Rebel Oil and Sodium Hypochlorite from Univar Solutions**

Staff Recommendation: For the Board approve the blanket purchase orders for fuel and sodium hypochlorite as budgeted for fiscal year 2023/2024.

Mr. Wright introduced this item.

Vice President Roberts moved to approve the staff recommendation. Director Philips seconded the motion. Motion carried 4-0.

d) **Update on Solid Waste Program Implementation**

Staff Recommendation: None.

Ms. Sevy provided a presentation on the status of solid waste program implementation.

No action taken; not an action item.

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

Staff Recommendation: None

Ms. Sevy reported the Land and Water Conservation Grant was received and reviewed by the state. A site visit is scheduled in two weeks.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Engineering Committee (Standing)** – Has not met.
- b) **Finance Committee (Standing)** – Has not met.
- c) **Legislative Committee (Standing)** – Has not met.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Has not met.
- e) **Waste & Recycling Committee (Standing)** – The meeting was cancelled.

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

Ms. Sevy reported that County Zone G is receiving water from the District due to two well outages. Some District residents in the area are experiencing lower pressure than usual but pressure is still within guidelines.

9) **Reports**

- a) **Director's Report**



Philips – Attended ASBCSD.

Roberts – Nothing to report.

Snyder – Received the District’s annual water quality report in the mail and encouraged everyone to review it.

b) **President’s Report** – None

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

11) **Review of Action Items**

a) **Prior Meeting Action Items** – None

b) **Current Meeting Action Items** – Research additional fuel storage capacity options

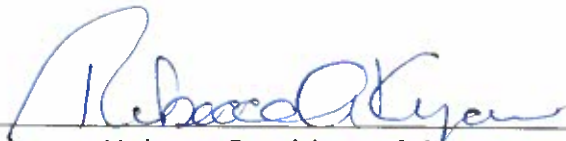
12) **Set Agenda for Next Meeting**

- Regular Board Meeting – July 12, 2023, 5:00 p.m.

13) **Adjournment**

With no further business before the Board, the meeting was adjourned at 5:35 p.m.

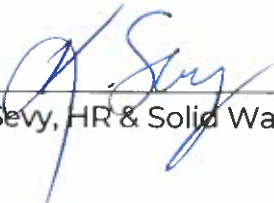
Agenda materials can be viewed online at www.pphcsd.org



Rebecca Kujawa, President of the Board

8/3/2023

Date



Kim Sevy, HR & Solid Waste Manager/District Clerk

8/3/2023

Date

