

## **ENGINEERING COMMITTEE MEETING MINUTES**

January 17, 2024 – 4:30 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Mark Roberts, Director (Chair)  
Rebecca Kujawa, President

**Staff Present:** George Cardenas, Engineering Manager  
Kim Sevy, HR & Solid Waste Manager/District Clerk  
Chris Cummings, Water Operations Assistant Manager  
Jennifer Oakes, Executive Management Analyst  
Tony De La Rosa, Engineering Technician

### **Call to Order**

Director Roberts called the meeting to order at 4:30 p.m.

### **Roll Call**

All Committee Members were present at Roll Call.

- 1) **Approval of Agenda**  
Director Kujawa moved to approve the Agenda. Director Roberts seconded the motion. Motion carried unanimously.
- 2) **Public Comment** – None
- 3) **Approval of Minutes**  
Director Roberts moved to approve the Minutes. Director Kujawa seconded the motion. Motion passed unanimously.
- 4) **Review of 10-Year Capital Plan for the 2024/2025 Budget**  
The Committee reviewed the Capital Plan which will be brought back, along with the Repair and Maintenance Plan, to a special meeting next month.
- 5) **Oeste Recharge Study Project**  
Mr. Cardenas reported Ardurra was selected by MWA to design the recharge project.
- 6) **Discussion Regarding Water System**
  - **Pumps and Wells Services Agreement**
  - **10-Year Tank Rehabilitation & Maintenance Service**
  - **Water Quality**
  - **Service Line Replacement Program**
  - **Other Repairs/Replacements/Updates/Maintenance**

Mr. Cummings reported that three boosters are awaiting installation. Dead-end flushing has been completed. Service line replacements will begin once all new meters have been installed; 383 meters remain. Well 14 used 8.27 AF of water last year for a total of \$9,254.

7) **Smithson Springs Update**

Mr. Wright reported that fire crews are cleaning up the site.

8) **State Regulations Update**

Nothing to report.

9) **Review of Current Projects**

- **Well No. 15**
- **Well No. 17**
- **Future Well No. 18**
- **Tank 6A**

Mr. Cummings and Mr. Cardenas reported on this item. Sampling is underway for Well No. 15 and the operating permit is pending. The SCADA panel will be installed soon. Sampling for Well No. 17 is complete. The District is looking for property with power available for the future well. CEQA and NEPA are underway for Tank 6A.

10) **Staff Reports**

Nothing new to report; a written report is in the agenda packet.

11) **Review of Action Items**

a) **Prior Meeting**

- Oeste production numbers and return flows – not available until February 2024

b) **Current Meeting** – Update CIP and bring Repair and Maintenance Plan to next meeting.

12) **Set Agenda for Next Meeting**

- Special Meeting – February 6, 2024

13) **Adjournment**

With no further business before the Committee, the meeting was adjourned at 5:09 p.m.

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

