

SPECIAL ENGINEERING COMMITTEE MEETING MINUTES

February 13, 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: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
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 & Repair and Maintenance Plans for the 2024/2025 Budget**
The Committee reviewed the revised Capital Plan and the Repair and Maintenance Plan.
- 5) **Oeste Recharge Study Project**
Mr. Cardenas provided an update on this item.
- 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. Wright reported on this item.

7) **Smithson Springs Update**

Mr. Wright reported that the storm damaged the road and staff has not been up to the spring.

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. Wright and Mr. Cardenas reported on this item.

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
- Update CIP and bring Repair and Maintenance Plan to next meeting.

b) **Current Meeting** – Update CIP regarding boosters.

12) **Set Agenda for Next Meeting** – March 20, 2024

- Remove CIP/Repair & Maintenance Plan

13) **Adjournment**

With no further business before the Committee, the meeting was adjourned at 5:02 p.m.

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

