

SPECIAL ENGINEERING COMMITTEE MEETING MINUTES

January 21, 2025 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Greg Snyder, Director/Chair
Rebecca Kujawa, President

Staff Present: Don Bartz, General Manager
Sean Wright, Water Operations Manager
Chris Cummings, Assistant Water Operations Manager
George Cardenas, Engineering Manager
Jennifer Oakes, Executive Management Analyst
Aimee Williams, Asst. Board Clerk/Administrative Specialist

Call to Order

Director Snyder called the meeting to order at 5:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

- 1) **Approval of Agenda**
President Kujawa moved to approve the Agenda. Director Snyder seconded the motion. Motion carried unanimously.
- 2) **Public Comment** – None
- 3) **Approval of Minutes**
President Kujawa moved to approve the Minutes. Director Snyder seconded the motion. Motion passed unanimously.
- 4) **Review of 10-Year Capital Plan for the 2025/2026 Budget**
The Committee reviewed the Capital Plan, and the updated plan will be brought to the budget workshop.
- 5) **Review of Committee Roles & Responsibilities**
The Roles & Responsibilities were reviewed and there were no changes.
- 6) **Oeste Recharge Study Project**
Mr. Cardenas provided an update on this item.
- 7) **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 provided updates on the water system.

8) **Smithson Springs Update**

Nothing new to report. This item will be removed from the agenda.

9) **State Regulations Update**

Nothing new to report.

10) **Review of Current Projects**

- **Future Well No. 18**
- **Future Well No. 16**
- **Tank 6A**

Nothing further to report.

11) **Staff Reports**

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

12) **Review of Action Items**

a) **Prior Meeting**

- Completed

b) **Current Meeting**

- Bring back the vehicle & equipment replacement plan for review
- Removed Item 8 from agenda

13) **Set Agenda for Next Meeting** – February 19, 2025

14) **Adjournment**

With no further business before the Committee, the meeting was adjourned at 6:00 p.m.

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

