

## **ENGINEERING COMMITTEE MEETING MINUTES**

June 19, 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, Director

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

### **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) **Consideration of Implementation of a Water Meter Assistance Program**

Mr. Wright introduced this item. The Committee discussed the item, and it will go to the Board for consideration in July.

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 provided updates on the water system.

7) **Smithson Springs Update**

Mr. Wright reported on this item.

8) **State Regulations Update**

Mr. Wright reported on this item.

9) **Review of Current Projects**

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

Mr. Wright and Mr. Cardenas provided updates 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**

- Completed

b) **Current Meeting**

- Bring Consideration of Implementation of a Water Meter Assistance Program to the Board in July

12) **Set Agenda for Next Meeting** – July 17, 2024

- Remove Item 4

13) **Adjournment**

With no further business before the Committee, the meeting was adjourned at 5:06 p.m.

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

