



# CALAVERAS COUNTY WATER DISTRICT SPECIAL ENGINEERING COMMITTEE

**MINUTES**  
**September 10, 2024**

Directors/Committee Members present:

Russ Thomas  
Jeff Davidson

Staff present:

|                    |   |
|--------------------|---|
| Michael Minkler    | General Manager                           |
| Mark Rincon-Ibarra | District Engineer                         |
| Kevin Williams     | Senior Civil Engineer                     |
| Sam Singh          | Senior Engineering Technician             |
| Jared Gravette     | Senior Supervisor Construction Inspection |
| Juan Maya          | Civil Engineer                            |
| Haley Airola       | Engineering Coordinator                   |
| Damon Wyckoff      | Director of Operations                    |
| Kelly Gerkenmeyer  | External Affairs Manager*                 |
| Pat Burkhardt      | Construction/Maintenance Manager*         |
| Kate Jesus         | Human Resources Technician*               |
| Rebecca Hitchcock  | Executive Assistance/Clerk to the board*  |
| Jess Hampton       | Plant Operations Manager*                 |
| Jason Knick        | Construction Inspector                    |
| Jeff Meyer         | Director of Administrative Services*      |
| Bana Rousan-Gedese | Water Resource Specialist*                |
| Michael Bear       | Accountant II*                            |
| Corrine Skrbina    | Senior Customer Service Representative    |
| Kelly Richards     | Business Services Manager*                |

Others present:

|                      |                         |
|----------------------|-------------------------|
| Jeff Black           | Black Water Consulting* |
| Francisco de la Cruz | Member of the Public    |
| Patrick Roy          | Member of the Public*   |
| Mike Fletcher        | Member of the Public*   |
| Kaylynn McDaniels    | Member of the Public*   |
| Ralph Copeland       | Member of the Public    |

## **CALL TO ORDER / PLEDGE OF ALLEGIANCE.**

### **1. ROLL CALL**

Director Thomas called the Engineering Committee to order at 2:00 p.m. and led the Pledge of Allegiance.

### **2. PUBLIC COMMENT**

No Comments from the Public

### **3. APPROVAL OF MINUTES**

The July 2, 2024, minutes were approved by a motion from Director Thomas and seconded by Director Davidson.

### **4. NEW BUSINESS**

#### **4a Sawmill Tank Replacement Design Services Amendment with Wallace Tank (Kevin Williams, Senior Civil Engineer)**

**DISCUSSION:** Kevin Williams presented on the amendment request for the Wallace Tank contract with Black Water Consulting. Item motioned to move to the Board for approval. Questions from the Committee were answered directly by Kevin Williams, Sam Singh and Jeff Black.

**PUBLIC COMMENT:** Public Comment was given by Francisco de la Cruz and Pat Roy.

#### **4b Copper Valley Development Project Update (Sam Singh, Senior Engineering Technician)**

**DISCUSSION:** Sam Singh provided an update on the progress of the developer's infrastructure and future proposals. All questions from the Committee were answered directly by Sam Singh.

**PUBLIC COMMENT:** Public Comment was given by Ralph Copeland.

#### **4c Water & Sewer Ordinance Overview (Mark Rincon-Ibarra, District Engineer)**

**DISCUSSION:** Mark Rincon-Ibarra provided a status report on updating the Water and Sewer Ordinances. All questions from the Committee were answered directly by Mark Rincon-Ibarra.

**PUBLIC COMMENT:** Public comments were given by Francisco de la Cruz and Patrick Roy.

5. **OLD BUSINESS**

5a **Capital Improvement Updates  
(Juan Maya, Associate Civil Engineer)**

**DISCUSSION:** Juan Maya provided updates on projects in the construction and design phases. Any questions from the Committee were answered by the department.

**PUBLIC COMMENT:** No Public comment was given

5b **Other Updates  
(Engineering Department)**

**DISCUSSION:** The engineering department provided updates on other projects including developer driven projects. Any questions from the Committee were answered by the department.

**PUBLIC COMMENT:** No Public comment was given.

6. **GENERAL MANAGER COMMENTS**

Michael Minkler will agendize the Chevron Determinations for a future meeting.

7. **DIRECTOR COMMENTS OR FUTURE AGENDA ITEMS**

8. **NEXT COMMITTEE MEETING**

Rescheduled to October 29, 2024

9. **ADJOURNMENT**

There being no further business, the meeting adjourned at approximately 3:35 p.m.

Respectfully submitted,

*Haley Airola* \_\_\_\_\_

Haley Airola  
Engineering Coordinator