



Notice is hereby given that a
REGULAR MEETING
Of the Board of Directors will be held at:
4584 Fieldbrook Road, Fieldbrook CA 95519

Tuesday, January 25, 2022

Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

A. Roll Call

President Roy Sheppard called the meeting to order at 7:33PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, and Director Janet Miller. Director Jason Garlick was absent. Fire Chief Jack Sheppard, and General Manager Richard Hanger were present. District Engineers Rebecca Crow and Hannah Gidanian, and Sewer Technician Grant Weaver were absent.

B. Agenda Modification

None.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report –

Sewer Technician Brian Carr emailed that the system was functioning properly.

1.2 Fire Chief Report

1.2.1 Call/Incident report

Fire Chief Jack Sheppard reported five medical, one false alarm, 2 auto aide, and one “other” call (tree across electrical line). The ISO has been completed and the process went smoothly. A press release is being developed thanking the community for efforts to fund the SCBA refill station.

1.3 District Engineer Report

District Engineer Rebecca Crow emailed the following report:

1.3.1 Muni-meeting report. *The Muni-meeting was cancelled.*

1.3.2 Anker Tank Replacement project report.

Phase 1b which will allow for construction funding is in review and waiting for approval for Cal OES/FEMA. The North Coast Resources Partnership will be adding the District’s request for additional funding (i.e., glass fused steel tank) in the next funding round the end of February.

Meeting Materials may be accessed at:

<https://fieldbrookglendalecsd.specialdistrict.org/board-meetings>

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- 1.4 Safety Report – *Received and filed.*
- 1.5 General Manager Report - *None.*
- 1.6 Director Reports - *None.*

E. Consent Agenda

The Board will approve the following items by a single vote unless any member of the Board or public requests an item be removed and considered separately.

Approval of Minutes

- 2.1 Regular Board Meeting, December 14, 2021.

Correspondence

- 3.1 Annual IBank Certification.

Financial Reports

- 4.1 Interfund Transfers, \$119,736.28 (less \$20,000.00)
- 4.2 Check/EFT Payments, (#6709-6751) \$119,665.27
- 4.3 Payroll, \$3,485.87.
- 4.4 General Journal Entries, #522-524
- 4.5 Reimbursements, Mileage \$453.54, PO Box Rent \$182.00, Supplies \$75.00

Director Richard Grissom moved to approve the consent agenda as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.

F. Business Items Action/Information

- 5.1 CPI Rate adjustments for water and sewer. Action.

General Manager Richard Hanger presented the staff report. Staff's recommendation was amended to limit the CPI increase to water accounts and connection fees for water and sewer.

Director Richard Grissom moved to approve resolution 2022-01 adopting a water rate increase, and an increase to water and sewer connection fees, based on the annual CPI increase of 7.04%. Vice-President Starr Kilian seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.

- 5.2 CPI Wage adjustments for 2022. Action.

General Manager Richard Hanger presented the staff report.

Notice regarding the Americans with Disabilities Act: The District adheres to the Americans with Disabilities Act. Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the FGCSB Board of Directors have the right to have the decision reviewed by a State Court.

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Director Janet Miller moved to approve a wage increase based on the annual CPI increase of 7.04%. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.

5.3 Quarterly financial reports and budget adjustments. Action.

General Manager Richard Hanger presented the staff report.

Vice-President Starr Kilian moved to approve budget adjustments as recommended in the staff report. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.

5.4 Cease and desist demand; Kern Construction. Information.

General Manager Richard Hanger presented the staff report. No action was taken.

5.5 Policy 2130, Investment of District funds. Action.

Director Janet Miller moved to approve board policy 2130, Investment of District funds, as presented. Vice-President Starr Kilian seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.

5.6 Policy 2135, Purchasing goods and services. Action.

Director Jason Garlick moved to approve board policy 2135, Purchasing foods and services, as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.7 Policy 2140, Receiving and depositing remittances. Action.

Vice-President Starr Kilian moved to approve board policy 2140, Receiving and depositing remittances, as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.

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G. Public Hearings

6.1 None.

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Conflict of interest (Form 700). February.

J. Adjournment/Announcements

9.1 Next regular meeting, February 22, 2022.

Meeting adjourned at 8:16 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

*CCCU fund transfer
Initialed disbursement register*