



**Fieldbrook Glendale  
Community Services District**  
water · sewer · fire

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

**Tuesday, December 20, 2022**

Fieldbrook Fire Hall & Teleconference  
7:30 PM Regular Meeting  
MINUTES

**A. Roll Call**

*President Roy Sheppard called the meeting to order at 7:32 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, and Director Jason Garlick. Director Janet Miller was absent. Also present were Fire Chief Chris Appleton (teleconference), Sewer Technician Grant Weaver, Edward Weaver from Hunter, Hunter, and Hunt (teleconference), and General Manager Richard Hanger.*

**B. Agenda Modification – Item 5.3 (audit report) to follow D. 1.1.**

**C. Public Comments - None.**

**D. Reports**

**1.1 Wastewater Report**

*Sewer Technician Grant Weaver provided the staff report. Recent storms have tripped the pumps and a service technician has been contacted to inspect. Concerns about possible flooding at our connection to the City of Arcata on West End Rd. ARV replacement valves are ordered and manhole monitors are being shipped.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report**

*Fire Chief Chris Appleton reported 10 auto-aide, 8- EMS, 1 hazard, 6 mutual aide, and 2 traffic accident calls.*

**1.3 District Engineer Report – no reports filed.**

**1.3.1 Muni-meeting report.**

**1.3.2 Status Report – Wastewater Pigging Project**

**1.3.3 Anker Tank Replacement project report.**

**1.4 Safety Report – Holiday Safety – review and filed.**

**1.5 General Manager Report – none.**

**1.6 Director Reports – none.**

Meeting Materials may be accessed at:

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

## Tuesday, December 20, 2022

### MINUTES

#### E. Consent Agenda

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

##### Approval of Minutes

2.1 Regular Board Meeting, November 16, 2022.

##### Correspondence

3.1

##### Financial Reports

4.1 Interfund Transfers, \$154,210.39 (less \$80,000 – Net \$74,210.39)

4.2 Check/EFT Payments, (#7025-7050,7082-7086), \$154,385.80.

4.3 Payroll, \$4,505.70.

4.4 General Journal Entries, 573-575, \$22,187.41.

4.5 Reimbursements, Mileage \$863.25.

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

#### F. Business Items Action/Information

5.1 Oath of Office, Sheppard, Kilian, Garlick. Action.

***Director Richard Grissom administered the Oath of Office to appointed board members Roy Sheppard, Starr Kilian and Jason Garlick.***

5.2 Fire Chief Appointment. Action.

***Director Richard Grissom moved to appoint Chris Appleton as Fire Chief. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Garlick voting aye. Director Miller was absent.***

5.3 Receive and File audit report for fiscal year 2022. Action.

*Edward Weaver from Hunter, Hunter, and Hunt reviewed the draft audit report for fiscal year 2022. There are no changes anticipated and the final report will be on the agenda in January.*

5.4 Election of Officers for 2023. Action.

*Nominations were opened for the position of President and Vice-President. Director Richard Grissom nominated Roy Sheppard as President and Starr Kilian as Vice-President. No other nominations were received. Nominations were closed.*

***Director Richard Grissom moved to elect Roy Sheppard as President and Starr Kilian as Vice-President. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Garlick voting aye. Director Miller was absent.***

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.

## Tuesday, December 20, 2022

### MINUTES

***President Roy Sheppard appointed Jason Garlick (primary) and Starr Kilian (secondary) on the Humboldt Bay Municipal Water District's water task force.***

5.5 Board Calendar. Action.

***Director Richard Grissom moved to adopt the 2023 board calendar as presented. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Garlick voting aye. Director Miller was absent.***

5.6 Roster of Public Officials. Action.

***Director Jason Garlick moved to file the 2023 roster of public officials as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Garlick voting aye. Director Miller was absent.***

G. Public Hearings – None.

H. Closed Session – None.

I. Future Agenda Items

8.1 Draft report Glendale Hydraulic Water Study. January

8.2 Financial reports and budget update. January

8.3 CA I Bank, annual report. January

J. Adjournment/Announcements

9.1 Next regular meeting, January 24, 2023.

*The meeting adjourned at 8:17 PM.*

*Respectfully submitted,*

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*Richard Hanger*  
*Secretary to the Board*

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*Starr Kilian*  
*Vice-President*

*Attachments*  
*CCCU fund transfer*  
*Initialed disbursement register*

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