



**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, February 28, 2022**

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

**A. Roll Call**

*President Roy Sheppard called the meeting to order at 7:30 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Also present were Fire Chief Chris Appleton, Sewer Technician Grant Weaver, District Engineer Steven Pearl, and General Manager Richard Hanger.*

**B. Agenda Modification**

*Item 5.1 to follow C. Public Comments.*

**C. Public Comments – None.**

**D. Reports**

**1.1 Wastewater Report**

*Sewer Technician Grant Weaver provided the staff report. The maintenance of the pressure main to the City of Arcata is completed. There were many challenges; however, pigging is complete, and it has been recommended to repeat in two-three years.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report**

*Fire Chief Chris Appleton reported 20 calls. The annual Volunteer dinner was a great success. Roy Sheppard was recognized for being with the department for 40 years. The Chili feed is scheduled for March.*

**1.3 District Engineer Report**

*District Engineer Steven Pearl reported the status of the following projects has not changed. The Muni-meeting was cancelled.*

Meeting Materials may be accessed at:

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

## Tuesday, February 28, 2022

### MINUTES

- 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 – *received and filed.*
- 1.5 General Manager Report – *no report.*
- 1.6 Director Reports – *no report.*

#### 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, January 24, 2023.

##### Correspondence

- 3.1

##### Financial Reports

- 4.1 Interfund Transfers, \$85,471.
- 4.2 Check/EFT Payments, (#71117-7140), \$70,957.48.
- 4.3 Payroll, \$9,868.62.
- 4.4 General Journal Entries, 578-580, \$32,261.08.
- 4.5 Reimbursements \$417.16, Mileage \$641.25.

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

#### F. Business Items Action/Information

- 5.1 Engstrom water connection request. Action.

*General Manager Richard Hanger provided the staff report. The purchase and installation of the meter will be due in advance. The applicant is to contact district staff for an application for service. A written agreement for the payment plan will be drafted.*

***Director Richard Grissom moved to approve a payment plan of 24-months with an annual interest rate of 6.25%. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.***

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, February 28, 2022

### MINUTES

5.2 Draft report Glendale Hydraulic Water Study. Discussion.

*District Engineer Steven Pearl reviewed the report. The board took no action but did ask that a scope of work (estimate) be drafted to prepare a shovel ready project.*

5.3 Receive and file Conflict of Interest Form 700. No Action.

*General Manager Richard Hanger collected the forms and will deliver them to the Humboldt County Elections office.*

G. Public Hearings – None.

H. Closed Session – *Cancelled.*

Conference with Legal Counsel – Existing Litigation (§ 54956.9): Closed  
Time certain 7:00 PM, Edwards v. FGCSD, Case No.: CV2200214

I. Future Agenda Items

8.1

Adjournment/Announcements

9.1 Next regular meeting, March 28, 2023.

*The meeting adjourned at 8:36 PM.*

*Respectfully submitted,*

---

*Richard Hanger  
Secretary to the Board*

---

*Starr Kilian  
Vice-President*

*Attachments*

*CCCU fund transfer*

*Initialed disbursement register*

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 FGCSD Board of Directors have the right to have the decision reviewed by a State Court.