



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

Tuesday, August 24, 2021

Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

A. Roll Call

Vice-President Starr Kilian called the meeting to order at 7:30PM. Board members present were Director Richard Grissom (via teleconference), Director Jason Garlick (via teleconference), and Director Janet Miller. President Roy Sheppard and Fire Chief Jack Sheppard were absent. District Engineers Rebecca Crow (via teleconference), Hannah Gidanian (via teleconference), Sewer Technician Grant Weaver, and General Manager Richard Hanger were present.

B. Agenda Modification

No modifications.

C. Public Comments

No comments.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver reported Industrial Electric is waiting for parts to repair the second pump and station #2. Need to replace small air compressor, purchase spare electrical parts, and bubbler. Grant will spend some time locating laterals, hire G.R. Sundberg to hydro-flush main Glendale line. Large pump from station #1 is at Industrial Electric waiting to be rebuilt. Grant will meet with Rebecca to review blueprints and update drawings. Discussion of possible GIS mapping.

1.2 District Engineer Report

District Engineer Rebecca Crow reported that the Federal Infrastructure bill “may” pass Sept/Oct and would like to meet with the General Manager to discuss projects that may be eligible. Another grant, Building Resilient Infrastructure related to hazard mitigation may be helpful. Engineering staff has started to work on the Glendale Water Infrastructure study.

1.2.1 Muni Meeting report – Muni meeting is scheduled for 08/25/2021.

1.2.2 Anker Tank Replacement project report`

District Engineer Hannah Gidanian reported the project is on schedule and reimbursement request has been submitted. She also reported the Merilee Owen sewer connection is complete.

Meeting Materials may be accessed at:

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

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1.3 Fire Chief Report

1.3.1 Call/Incident report

Fire Chief Jack Sheppard emailed the following report. Six medical calls, four mutual aides, five fire, two cancelled, and one public assist. Cal Fire has approved our grant request for wildfire equipment and the information will be available at our September board meeting.

1.4 Safety Report (07/12/2021 & 08/11/2021) – received and filed.

1.5 General Manager Report

General Manager Richard Hanger reported that he had met with the district auditors and the audit for fiscal year 2020 is underway.

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, July 27, 2021.

Correspondence

3.1 From: HBMWD, Ordinance 16 annual wholesale adjustment.

Financial Reports

4.1 Interfund Transfers

4.1.1 Interfund Transfer, \$86,962.29.

4.2 Check/EFT Payments

4.2.1 Check/EFT Payments, (#6562-6594) \$86,628.80

4.3 Payroll, \$4,018.87.

4.4 General Journal Entries (510-516).

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

F. Business Items Action/Information

5.1 Board Policy 1040 – Correspondence to the Board. Action.

Director Jason Garlick moved to approve board policy 1040 as presented. Director Janet Miller seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. Sheppard was absent.

5.2 Board Policy 1045 – Legal Counsel and Auditor. Action.

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Director Richard Grissom moved to approve board policy 1045 as presented. Director Jason Garlick seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. Sheppard was absent.

5.3 Board Policy 1050 – Overview of the General Manager’s Role. Action.

Director Janet Miller moved to approve board policy 1050 as presented. Director Richard Grissom seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. Sheppard was absent.

5.4 Board Policy 3530 – Cal/Osha AB 685 Covid Compliance – Infectious Disease Preparedness and Response Plan. Action.

Director Richard Grissom moved to approve board policy 3530 as presented. Director Jason Garlick seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. Sheppard was absent.

G. Public Hearings

6.1 Final budget adoption F/Y 2022. Action

Vice-President Starr Kilian opened the public hearing to adopt the final budget for fiscal year 2022 and asked for a staff report. General Manager Richard Hanger provided the staff report. Public comment was solicited. No public comment was provided. The public hearing was closed, and the item returned to the board for consideration.

Director Janet Miller moved to adopt the final budget for fiscal year 2022 as presented. Director Jason Garlick seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. Sheppard was absent.

H. Closed Session

7.1 Potential Litigation. Action.

The board moved to closed session at approximately 7:55 PM, to consider John Edwards vs. FGCSO. The board returned to open session at 8:00 PM.

Director Jason Garlick moved to reject the claim in the matter of John Edwards vs. FGCSO. Director Richard Grissom seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. Sheppard was absent.

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I. Future Agenda Items

8.1 Draft Management Discussion and Analysis for F/Y 2021. September.

J. Adjournment/Announcements

9.1 Next regular meeting, September 28, 2021.

Meeting adjourned at 8:08 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 FGCSB Board of Directors have the right to have the decision reviewed by a State Court.