



**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, June 27, 2023

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

A. Roll Call

President Roy Sheppard called the meeting to order at 7:31 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick (via teleconference), and Director Janet Miller. District Engineer Steven Pearl was absent. Also present were Fire Chief Chris Appleton, Sewer Technician Grant Weaver, Community members Hal and Carol Burris, Attorney Russ Gans (via teleconference) and General Manager Richard Hanger.

B. Agenda Modification

None.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver introduced Hal Burris. Mr. Burris will work as a relief sewer technician when Grant is absent. Station One is waiting for a part before the second pump can be placed in service. Future maintenance projects include Hydro flush of main line, refresh air relief valves, and rebuild or repair the manhole where the system ties into the City of Arcata's mainline.

1.2 Fire Chief Report

1.2.1 Call/Incident report

Fire Chief Chris Appleton reports seventeen calls, eight auto-aide, and nine emergency medical services. California Fish and Wildlife will be hosting a community meeting to discuss the growing population of Elk in the Valley.

Meeting Materials may be accessed at:

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

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- 1.3 District Engineer Report – *None*.
- 1.3.1 Muni-meeting report.
- 1.3.2 Anker Tank Replacement project report.
- 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 the public requests an item be removed and considered separately.

Approval of Minutes

- 2.1 Regular Board Meeting, May 23, 2023.

Correspondence

- 3.1

Financial Reports

- 4.1 Interfund Transfers, \$120,600.52.
- 4.2 Check/EFT Payments, (#7218-7244) \$121,741.76.
- 4.3 Payroll, \$4,555.16.
- 4.4 General Journal Entries, 589-591, \$16,703.10.
- 4.5 Reimbursements \$0.00, Mileage \$654.35.
- 4.6 Related party transaction, Central Avenue Service Center, \$1,388.16.

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 Authorize engagement letter of Hunter, Hunter, and Hunt as district auditors for fiscal year 2023. Action.

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

- 5.2 Pay off interfund sewer loan from water. Action.

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 Richard Grissom moved to pay off the interfund sewer loan as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

G. Public Hearings

6.1 Preliminary budget adoption. Action.

President Sheppard opened the public hearing for adoption of the preliminary budget for fiscal year 2024 and asked for a staff report. General Manager Richard Hanger provided the staff report and reviewed the budget changes from the May presentation. President Sheppard asked for public comments. There were no public comments. President Sheppard closed the public hearing and item returned to the board for consideration.

Director Janet Miller moved to adopt the preliminary budget for fiscal year 2024 as presented. Director Richard Grissom seconded the motion. The motion carried with a roll call vote with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

H. Closed Session

7.1 Conference with Legal Counsel – Existing Litigation (§ 54956.9): Closed session

Time Certain 7:45 PM, Edwards v. FGCS, Case No.: CV2200214.

President Sheppard adjourned the board into closed session at 7:45 PM. President Sheppard called the board meeting back to order at 8:08 PM. No reportable action was taken.

I. Future Agenda Items

8.1 Quarterly financial reports and budget adjustments.

8.2 Board remuneration.

Adjournment/Announcements

9.1 Next regular meeting, July 25, 2023.

The meeting adjourned at 8:11 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

*CCCU fund transfer
Initialed disbursement register*

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