

**FIELDBROOK GLENDALE
COMMUNITY SERVICES DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

October 22, 2019
Fieldbrook Fire Hall, 7:30 PM
AGENDA

1. Roll Call

President Roy Sheppard called the meeting to order at 7:35 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom and Director Janet Miller. Director Jason Garlick was absent. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, District Engineer Rebecca Crow, Engineer Hannah Gidanian and General Manager Richard Hanger were present. Approximately 20 community members were present.

2. Agenda Modifications None.

3. Public Comments None.

Individuals wishing to speak on matters not listed on the agenda are asked to clearly state their name and address. No action will be taken on items not listed on the Agenda.

4. Reports

4.1 Wastewater Report

4.1.1 – Monthly report

Sewer Technician Grant Weaver reported continued concerns with H₂S Hydrogen Sulfide. Winter maintenance will include ARV replacements and line assessments using a camera system. Discussion of PG&E PSPS power outage events and need for an additional generator.

4.2 Safety Report – None.

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard reported four calls this month. The repeater project has been slightly delayed due to some vacation schedules. Discussion of PG&E PSPS power outage created concerns for access to fuel and placement of a permanent generator at the water pump station.

4.4 District Engineer Report –

4.4.1 – Muni meeting report – *No meeting.*

4.4.2 – Anker Tank – grant award(s) update *No additional report.*

District Engineer Rebecca Crow introduced Engineer Hannah Gidanian who will be working on some projects for the district. Rebecca will be working on a proposal to pursue a planning grant to look at the feasibility of a wastewater tie-in to the City of Blue Lake. A scope of work with budget information will be developed for board approval.

4.5 General Manager Report

4.5.1 – Laptop replacement

District General Manager Richard Hanger reported that he had the district laptop evaluated for repair and it was recommended to replace. A replacement has been ordered.

4.6 Reports by members of the Board.

4.6.1 – None.

5. Consent Agenda

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

5.1 Approval of minutes

5.1.1 Regular Board Meeting, September 24, 2019

5.2 Correspondence/Information Items

5.2.1 – Kathryn Donahue, email, wastewater rates.

5.2.2 – Steve Wilson, email, wastewater rates.

5.2.3 – Janis Taylor, will not serve letter.

5.2.4 – SDRMA, President's Awards.

5.2.4 – CalTrans, Agreement for location of underground utilities.

5.3 Approval to pay bills, issue payroll, county warrants, and bank transfers.

5.3.1 Interfund Transfers \$111,928.86

5.3.2 Checks (#5927-5959) \$111,913.05

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- 5.3.3 Payroll \$2,892.96
- 5.3.4 General Journal Entries 433-439
- 5.3.5 General Manager reimbursement \$40.85, postage

Director Janet Miller moved to approve the consent agenda as presented. Director Richard Grissom seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6. Action/Discussion Items

6.1 – Wastewater rates, Discussion.

General Manager Richard Hanger asked for direction to work with HD Consulting Engineers to audit revenues collected since the rate increase went into effect in December of 2018 and to develop additional rate alternatives based on public and staff input. Community members asked questions and commented for approximately one-hour. The item returned to the board for consideration.

Director Richard Grissom moved to direct staff as recommended. Director Starr Kilian seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6.2 – Quarterly financial reports, budget adjustments. Action.

General Manager Richard Hanger reviewed the first quarter financial reports and budget adjustments.

Director Richard Grissom moved to approve the quarterly financial reports and budget adjustments as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6.3 – Annual wastewater dry weather flow report. Action.

Director Richard Grissom moved to approve the wastewater dry weather flow report as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

7. Future Agenda Items

- 7.1 – Royal Gold Industrial Discharge Permit.
- 7.2 – City of Arcata, Wastewater agreement.
- 7.3 – Annual audit presentation, fiscal year ending June 2019.

8. Executive Session/Closed Session

The Board may choose to consider items of an urgent nature that have arisen after this agenda was posted. The Board may also choose to adjourn to closed session to discuss legal or personnel matters.

9. Adjournment/Announcements

9.1 - Next regular meeting November 19, 2019 & December 17, 2019.

Meeting adjourned at 9:19 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments
*CCCU fund transfer
Initialed disbursement register*