

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

January 26, 2021 (held on February 2, 2021)
Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

1. Roll Call

The regular meeting for January 26th was moved to February 2nd due to a power outage and road closure. The meeting and change of date were properly noticed and posted.

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

2. Agenda Modifications

Action Item 6.6 and Information Item 6.7 were moved to follow Item 4.4.2.

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 – *General Manager Richard Hanger reported no issues.*

4.2 Safety Report – *None.*

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard reported two medical calls, six public assist and seven mutual aid. Six calls came in during the major storm on January 26th. Brief discussion of the possibility of purchasing a command vehicle for the department. The item will come before the board in April.

4.4 District Engineer Report –

4.4.1 – Muni meeting report –

District Engineer Rebecca Crow reported the muni meeting discussed a Tesla program for back-up battery power, request from the Trinidad Rancheria for water service, emergency declaration at Ruth Lake-August Complex Fire (update), culvert crossing, joint emergency response, newly elected official's orientation.

4.4.2 – Anker Tank – update – *no additional update.*

4.5 General Manager Report

4.5.1 – *General Manager Richard Hanger reported our Notice of Interest for a FEMA grant for water resiliency in the Glendale area was denied.*

4.6 Reports by members of the Board. *None.*

5. Consent Agenda

The Board will approve 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, December 15, 2020.

5.2 Correspondence/Information Items

5.2.1 – Annual IBank Certification.

5.3 Financial Reports

5.3.1 Interfund Transfers \$107,289.95

5.3.2 Checks (#6336-6369) \$107,116.50

5.3.3 Payroll \$3,256.40

5.3.4 Bad Debt account #38003, \$1,056.23

5.3.5 General Manager reimbursement, PO Box rent & Zoom, \$208.00

Director Janet Miller moved to approve the consent agenda as presented. Vice-President Starr Kilian seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

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6. Action/Discussion Items

6.1 – Fire Department request to purchase SCBA refill system. Action.

Fire Chief Jack Sheppard presented the estimated purchase and installation and the funds raised to cover the purchase.

Director Jason Garlick moved to approve the purchase of the SCBA refill system as presented. Vice-President Starr Kilian seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

6.2 – Fire Department surplus of thermal imaging camera. Action.

Director Jason Garlick moved to approve the surplus of the thermal imaging camera as presented. Vice-President Starr Kilian seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

6.3 – Annual CPI rate adjustment. Action.

Director Janet Miller moved to approve the annual CPI rate adjustment as presented. Director Jason Garlick seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

6.4 – Annual CPI wage adjustment. Action

Vice-President Starr Kilian moved to approve the annual CPI wage adjustment as presented. Director Janet Miller seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

6.5 – Quarterly financial reports and budget adjustments. Action.

Director Janet Miller moved to approve quarterly financial reports and budget adjustments as presented. Vice-President Starr Kilian seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

6.6 – Anker Tank Project – Phase 1b, geotechnical and final design. Action.

District Engineer Rebecca Crow presented the scope of work to complete phase 1b of the Anker Tank project.

Director Jason Garlick moved to approve the scope of work for phase 1b from GHD as presented. Director Janet Miller seconded the motion. The motion passed with Miller, Kilian, Garlick, and Sheppard voting aye. Absent Richard Grissom.

6.7 – Anker Tank Project – Subgrant agreement with Humboldt County for NCRP. Information.

District Engineer Rebecca Crow presented the completed subgrant agreement.

7. Future Agenda Item's

7.1 – Conflict of Interest reports (Form 700).

7.2 – Purchase of Fire Department Command Vehicle. April.

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 February 23, 2021.

**FLDDBROOK GLENDALE
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Meeting adjourned at 8:19 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments
CCCU fund transfer
Initialed disbursement register