

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

April 28, 2020
Fieldbrook Fire Hall & Teleconference, 7:30 PM
AGENDA

1. Roll Call

Vice-President Starr Kilian called the meeting to order at 7:39 PM. Board members present were Director Rich Grissom (teleconference), Director Jason Garlick (teleconference), and Director Janet Miller. President Roy Sheppard, Fire Chief Jack Sheppard and Sewer Technician Grant Weaver were absent. District Engineer Rebecca Crow (teleconference), District Engineer Hannah Gidanian (teleconference), and General Manager Richard 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 provided his report via text. He reported no issues and noted that planned maintenance of air-relief valves and manhole sealant application has been delayed due to Covid-19 restrictions.

4.2 Safety Report – received and filed.

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard provided his report via email. He reported three medical calls, three calls for mutual aide, one fire call, and one call to a traffic accident. Esther Kilian has requested PPE from Cal OES. Hose couplings and hardware have been ordered for truck 8715 and a chainsaw was purchased for truck 8747. Vice-President Starr Kilian requested that the Fire Chief research Covid-19 testing for first responders.

4.4 District Engineer Report –

4.4.1 – Muni meeting report – *No meeting.*

4.4.2 – Anker Tank – update – *No additional report.*

4.5 General Manager Report – *No additional report.*

4.6 Reports by members of the Board.

Director Richard Grissom inquired if Sewer Technician Grant Weaver could use a fire department chainsaw for intermittent maintenance needs. General Manager Richard Hanger approved the request.

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, March 24, 2020. (Pages 3&4).

5.2 Correspondance/Information Items (Pages 5-34).

5.2.1 GHD Award Letter

5.2.2 GHD Scope of Work

5.2.3 FGCSO 2019 Consumer Confidence Report

5.2.4 SDRMA Worker's Comp. longevity and program discount 2021

5.2.5 SWRCB Inspection of FGCSO Public Water System

5.2.6 SDRMA, Notice of rate increase, property/liability for FY 2021.

5.3 Financial Reports (Pages 35- 45)

5.3.1 Interfund Transfers \$104,682.12

5.3.2 Checks (#6092-6118) \$118,688.13

5.3.3 Payroll \$3,212.40

5.3.4 General Journal Entries 453-457

5.3.5 General Manager reimbursement (Zoom \$167.96 & Amazon \$370.60)

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5.3.6 HC Warrant request for fire fund transfer \$30,000.

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

6. Action/Discussion Items

6.1 – Royal Gold Industrial Discharge Permit. Action. (permit document will be provided as a separate supplemental document). (Page 46).

Director Jason Garlic recused himself and left the meeting for this item.

General Manager Richard Hanger and District Engineer Rebecca Crow provided the staff report for the Royal Gold Industrial Discharge Permit. The permit provides pretreatment standards and requirements, seasonal maximum flow rates, monitoring requirements and reporting timelines. The Industrial Discharge Permit has been reviewed by the City of Arcata and is compliant with their pretreatment standards and monitoring requirements.

Director Janet Miller moved to approve the Royal Gold Industrial Discharge Permit as presented. Director Richard Grissom seconded the motion. The motion carried, Ayes 3, Nays 0, Abstain 1, Absent 1.

6.2 – Royal Gold Connection/Capacity Fee. Action. (Page 47).

Director Jason Garlic recused himself and left the meeting for this item.

General Manager Richard Hanger presented the staff report. The staff report requests a waiver of connection/capacity fees for the duration (five-years) of the approved industrial discharge permit. The staff report notes that Royal Gold is researching the development of additional pre-treatment options that may result in a significant reduction of industrial discharge. Also, the staff report notes the applicant is being billed at one-and-a-half times the base consumption rate and the additional fee is being accrued to connection/capacity fees (less expenses). Wastewater Ordinance 90-02, Article II, Sec.2017 provides the Board authority for modification of rates and fees during a period of special circumstances.

Director Richard Grissom moved to approve the temporary waiver of connection/capacity fees for Royal Gold as presented in the staff report. Director Janet Miller seconded the motion. The motion carried, Ayes 3, Nays 0, Abstain 1, Absent 1.

6.3 – Quarterly financial reports and budget adjustments. Action. (Pages 48-53).

Director Jason Garlick rejoined the meeting.

Director Jason Garlick 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.

6.4 – Fire/Wastewater set loan interest rates for F/Y 2021. Action. (Page 54).

Director Richard Grissom moved to leave the fire/wastewater loan interest rates at 4.5%. Director Janet Miller seconded the motion following discussion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6.5 – City of Arcata, Wastewater rate proposal. Discussion/Action. (Pages 55-57).

General Manager Richard Hanger reviewed the City of Arcata wastewater rate proposal. The staff report reviews the impact of the proposal on our current rate structure. No action was taken, and staff will continue to monitor the proposal.

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6.6 – LAFCo Official Ballot – Independent Special District Election. Action. (Pages 58-60).

Director Richard Grissom moved the district cast a ballot for candidate Debra Lake. Director Jason Garlick seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6.7 – GHD Scope of work, Sanitary Sewer Evaluation Study. Information. (Pages 61-71).
General Manager Richard Hanger and District Engineer Rebecca Crow reviewed the scope of work for the sanitary sewer evaluation study. Resolution 2019-04 provides authorization for the General Manager to sign. No additional action was taken.

7. Future Agenda Items

7.1 - City of Arcata Wastewater agreement. May.

7.2 – Preliminary budget presentation. May.

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 May 26, 2020

9.2 - Brown Act training at MCSD. May 28th

Meeting adjourned at 8:39 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

CCCU fund transfer

Initialed disbursement register