

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

January 23, 2018
Fieldbrook Fire Hall, 7:30 PM
MINUTES

1. Roll Call

President Roy Sheppard called the meeting to order at 7:30 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick and Director Janet Miller. Fire Chief Jack Sheppard, Sewer Technician Kim Watson, Sewer Technician Grant Weaver, District Engineer Rebecca Crow, and General Manager Richard Hanger 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 Sewer Report

4.1.1 – Monthly report - *Sewer Technicians Kim Watson and Grant Weaver reviewed a written report recapping recent self-inspections of the sewer system. Topics include sewer flows, rain events, additional areas needing to be sealed. Recommendations include hydro-flushing and camera inspections. A copy of the report is attached to these minutes.*

4.2 Safety Report - received and filed.

4.3 Fire Chief Report

4.3.1 – Call/incident report. *Fire Chief Jack Sheppard reported five calls. A FEMA Grant request has been submitted for a compressor to refill our SCBA tanks. The Blue Lake Fire Department has a Jaws of Life for surplus sale. Our Jaws of Life is older, requires frequent repair and parts are difficult to source. Fire Chief Sheppard asked to have a purchase placed on the February agenda. Fire Engine 8715 failed a pump test and a repair is being evaluated. The annual dinner is March 10th.*

4.3.2 –

4.4 District Engineer Report –

4.4.1 – Muni report – *District Engineer Rebecca Crow reported the Muni meeting discussed the approval of the HC Planning Commission to rezone the Mercer Fraser property above the Ranney wells. HBMWD is planning an appeal to the HC Board of Supervisors. Brief discussion of SB626 - a tax on water systems. HBMWD is planning a tour of the turbidity reduction facility in April.*

4.4.2 – *Kernan Sewer Connection update. On hold pending additional data from Kernan.*

4.5 General Manager Report

4.5.1 – *Will be meeting with HBMWD to discuss possible annexation.*

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, December 19, 2017.

5.2 Correspondence/Information Items

5.2.1 – HC Proposition 172 Fire Revenue 2018.

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

5.3.1 Interfund Transfers \$122,558.81

5.3.2 Checks (5362-5393) \$122,930.67

5.3.3 Payroll \$2,821.84

5.3.4 General Journal Entries 360-361.

5.3.5 Warrant request \$20,000. Transfer of fire funds from HC to CCCU Fire Assets.

Richard Grissom moved to approve the consent agenda as presented. Jason Garlick seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

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6. Action/Discussion Items

6.1 – Oath of Office – Jason Garlick. Action
General Manager Richard Hanger administered the oath of office to Jason Garlick.

6.2 – Resolution 2018-01, CPI Water & Sewer Rate Adjustments. Action.

Jason Garlick moved to approve Resolution 2018-01, CPI Water and Sewer rate adjustments, as presented. Richard Grissom seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

6.3 – Annual Water & Sewer Wage Adjustments based on CPI. Action.

Richard Grissom moved to approve the annual water and sewer wage adjustments based on the change in the CPI. Janet Miller seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

6.4 – Quarterly Budget Review & Adjustments. Action.
General Manager Richard Hanger reviewed the quarterly financial statements and budget adjustments.

Jason Garlick moved to approve the quarterly budget adjustments, as presented. Starr Kilian seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

7. Future Agenda Items

7.1 – Sayrina Farms, Agdynamix, ALG LLC, Kernan permits. Pending
7.2 – Conflict of Interest Form 700. February.

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 meetings February 27, 2018.

Meeting adjourned at 8:45 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments
*CCCU fund transfer
Initialed disbursement register*