



Notice is hereby given that a
REGULAR MEETING
Of the Board of Directors will be held at:
4584 Fieldbrook Road, Fieldbrook CA 95519

Tuesday, July 26, 2022

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

A. Roll Call

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

B. Agenda Modification - *None.*

C. Public Comments - *None.*

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver reported Pump Station One has been power washed and requested reroofing be added to our project list, also adding an appropriate fire extinguisher. The responded with an affirmative consensus. Also, a brief discussion of soliciting an additional quote for maintenance of the pressurized line from Pump Station 1 to the connection with the City of Arcata, GHD will follow up.

1.2 Fire Chief Report

1.2.1 Call/Incident report

Fire Chief Jack Sheppard reported 1 medical, 3 fire, 5 mutual aid, and 1 traffic call. The Humboldt County Fire Chiefs association will be meeting at the Firehall on July 27th. The department is outfitting the SCBA air compressor for use in the fire bay. The ISO rating of "4" was reviewed and commented on.

1.3 District Engineer Report

1.3.1 Muni-meeting report – *cancelled.*

1.3.2 Anker Tank Replacement project report.

The district is waiting for approval for additional funding.

1.4 Safety Report – Outdoor Hazards

1.5 General Manager Report

1.6 Director Reports

Meeting Materials may be accessed at:

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

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E. Consent Agenda

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

Approval of Minutes

2.1 Regular Board Meeting, June 28, 2022.

Correspondence

3.1 ISO Report.

Financial Reports

4.1 Interfund Transfers, \$107,251.18.

4.2 Check/EFT Payments, (#6891-6932) \$107,659.71

4.3 Payroll, \$3,582.54

4.4 General Journal Entries, (544-548) \$31,367.26

4.5 Reimbursements, Mileage \$425.00

Director Richard Grissom moved to approve the consent agenda as presented. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

F. Business Items Action/Information

5.1 Fiscal year-end financial reports and budget adjustments. Action.

General Manager Richard Hanger reviewed the year-end financial reports and budget adjustments. Staff recommends adoption with an allowance to make final entries for fire funds on deposit with the County of Humboldt and allowances for bad debt and write-off of a balance of engineering fees from Kernen Construction.

Director Jason Garlick moved to approve the financial reports, budget adjustments as presented, final adjustments for Fire funds on deposit with the County of Humboldt and allowances for bad debt and write-off of engineering fees due from Kernen Construction. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.2 Board remuneration. Action.

Director Jason Garlick moved to leave the current rate of board remuneration unchanged. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.3 LAFCo Ballot, Independent Special District Election. 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 vote for Troy Nicolini as the regular special district member for LAFCo. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

Director Jason Garlick moved to vote for David Couch as the alternate special district member for LAFCo. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.4 2022 Biennial Notec for Conflict-of-Interest Code. Action.

Director Jason Garlick moved to direct General Manager Richard Hanger to execute the biennial notice that the District's Conflict-of Interest Code complies with existing regulations. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

G. Public Hearings

6.1 None.

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Public Hearing, Final budget adoption. August.

8.2 Draft Management Discussion and Analysis for F/Y 2023. September.

J. Adjournment/Announcements

9.1 Next regular meeting, August 23, 2022.

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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