



**Fieldbrook Glendale
Community Services District**
water · sewer · fire

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

Tuesday, June 28, 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 and Director Richard Grissom. Directors Jason Garlick and Janet Miller were absent. Also present were Fire Chief Jack Sheppard, GHD Engineer Steven Pearl and General Manager Richard Hanger. Sewer Technician Grant Weaver, GHD Engineers Rebecca Crow and Hannah Gidanian were absent.

B. Agenda Modification

None.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver emailed his report. We are working on a list of projects for the next fiscal year.

1.2 Fire Chief Report

1.2.1 Call/Incident report

Fire Chief Jack Sheppard reported four medical, five auto-aid, one traffic, one mutual aid, and two cancelled calls. The HC Fire Chiefs Association will meet at the fire hall in July.

1.3 District Engineer Report

1.3.1 Muni-meeting report. *Meeting canceled, no report.*

1.3.2 Anker Tank Replacement project report. *Engineers absent, no report.*

GHD Engineer Steven Pearl reported on efforts to cure the H2S issue at the West End Road connection to the City of Arcata. It appears likely that a physical cleaning of the pressurized line from Sewer Station One to the connection will be needed. A future rebuilding of the existing manhole (West End Road) may also be needed.

Meeting Materials may be accessed at:

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

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1.4 Safety Report – *No report.*

1.5 General Manager Report

General Manager Richard Hanger reported he had been served with the Edwards lawsuit just prior to the start of the meeting at the fire station.

1.6 Director Reports

None.

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, May 24th, 2022.

Correspondence

3.1 HC Elections; Officer terms expiring.

Financial Reports

4.1 Interfund Transfers, \$75,537.65

4.2 Check/EFT Payments, (#6870-6899) \$75,522.78

4.3 Payroll, \$4,044.12

4.4 General Journal Entries, 05/31/2022

4.5 Reimbursements, Mileage \$476.20

4.6 Bad Debt, Accounts 890.01 & 1175.03, Water \$1,094.55, Sewer \$3,907.08

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

F. Business Items Action/Information

5.1 Audit engagement. Action.

Vice-President Starr Kilian moved to approve the contract for audit engagement with Hunter, Hunter, and Hunt as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Grissom, and Kilian voting aye. Directors Garlick and Miller were absent.

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 FGCS Board of Directors have the right to have the decision reviewed by a State Court.

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G. Public Hearings

6.1 2022-2023 Budget Adoption. Action.

General Manager Richard Hanger reviewed the budget proposal, noting that the board has a dual budget adoption process with a final budget presented in August following the closure of the books for the prior fiscal year. There were no adjustments to the preliminary budget reviewed in May. It was noted that there will be an adjustment to sewer revenue in August as a result of an error which included a COLA that was not adopted for the sewer rates.

President Roy Sheppard opened the public hearing for comment. There were no comments, and the public hearing was closed with the item returning to the board for consideration.

Director Richard Grissom moved to approve the 2022-2023 budget as presented. Vice-President Starr Kilian seconded the motion. The motion carried with Sheppard, Grissom, and Kilian voting aye. Directors Garlick and Miller were absent.

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Final financial reports and budget adjustments for fiscal year 2022. July.

J. Adjournment/Announcements

9.1 Next regular meeting, July 26, 2022.

Meeting adjourned at 8:08 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

CCCU fund transfer

Initialed disbursement register

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