



**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, October 25, 2022

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

A. Roll Call

President Roy Sheppard called the meeting to order at 7:31 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Also present were Interim Fire Chief Chris Appleton, GHD Engineer Steven Pearl, and General Manager Richard Hanger. Community member Stephanie Corigliano was present. Sewer Technician Grant Weaver was absent.

B. Agenda Modification - None.

C. Public Comments - None.

D. Reports

1.1 Wastewater Report – *No report.*

1.2 Fire Chief Report

1.2.1 Call/Incident report

Interim Chief Chris Appleton reported 10 calls for the prior month. There were 3 medicals, 2 auto aides, 3 public assists, 1 fire, and 1 traffic call. The fire department will have officer elections in December for formal board appointments in January.

1.3 District Engineer Report

GHD Engineer Steven Pearl anticipates the draft hydraulic water study may be ready for review at the November board meeting.

1.3.1 Muni-meeting report.

GHD Engineer Rebecca Crow attended on our behalf.

1.3.2 Status Report – Wastewater Pigging Project

GHD Engineer Steven Pearl reported a site visit was conducted and the project is under review.

1.3.3 Anker Tank Replacement project report. *No report.*

1.4 Safety Report – Earthquake readiness. *Received and filed.*

1.5 General Manager Report

General Manager Richard Hanger met with the district auditors to review financials for the last fiscal year.

Meeting Materials may be accessed at:

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

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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 the public requests an item be removed and considered separately.

Approval of Minutes

2.1 Regular Board Meeting, September 27, 2022.

Correspondence

3.1

Financial Reports

4.1 Interfund Transfers, \$77,135.57 (less \$20,000 – Net \$56,949.26)

4.2 Check/EFT Payments, (#7058-7081), \$77,135.57.

4.3 Payroll, \$3,170.42.

4.4 General Journal Entries, 559R-569, \$30,485.68.

4.5 Reimbursements, Mileage \$550.00, Natural Decadence – HP Ink \$511.79

4.6 Bad Debt Water, Account #2070.03, \$81.09, Account #4050.02, \$757.44

Director Janet Miller 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 Corigliano Leak Credit. Action.

General Manager Richard Hanger provided the staff report. Community member Stephanie Corigliano reviewed her request for a leak credit, as well as, how staff identifies second or accessory dwellings for billing. The board did not take action to amend the bill.

5.2 Cal Fire Grant Award #7GF22138, Resolution #2022-03. Action

General Manager Richard Hanger provided the staff report.

Director Jason Garlick moved to approve resolution #2022-03 as presented. Director Starr Kilian seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.3 Financial reports and Budget adjustments. Action.

General Manager Richard Hanger reviewed the staff report and recommended action to adjust the department budgets.

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 approve the financial reports and budget adjustments as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

Public Hearings

6.1 None.

Closed Session

7.1 None.

G. Future Agenda Items

8.1 Draft Management Discussion and Analysis for F/Y 2022. November.

H. Adjournment/Announcements

9.1 Next regular meeting, December 20, 2022.

The meeting adjourned at 8:36 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

CCCU fund transfer

Initialed disbursement register

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