



**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, April 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, Sewer Technician Grant Weaver, GHD Engineers Rebecca Crow, Hannah Gidanian (via teleconference), Steven Pearl, and General Manager Richard Hanger.

B. Agenda Modification

None.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver provided the Wastewater Report. The District continues to evaluate and explore options to address the H2S issue on West-End road. There was brief discussion and GHD Engineer, Steven Pearl has been assigned to develop a solution. Also discussed, was “sleeving” the main line from Murphy’s market to the intersection of Fieldbrook Road and Glendale Drive. This project may qualify for grant funding and GHD Engineer, Rebecca Crow will follow up.

1.2 Fire Chief Report

1.2.1 Call/Incident report

Fire Chief Jack Sheppard provided the Fire Chief Report. There were six medical, four auto, and one fire call(s). A Cal-OSHA review of the departments tanks and compressors was completed with some minor findings to update signage. Repairs have been completed for exterior lighting and an electrical inspection has been scheduled. The department is completed a Cal-Fire grant application for Wildland hose and nozzle purchases. Les Schwab has submitted a proposal for monthly tire inspections – this item will return for board approval at the next regular meeting. There will be a Water Tender drill in the District with mutual aid on May 9th. The purpose of the drill is to determine the amount of time it requires for mutual aid to

Meeting Materials may be accessed at:

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

Tuesday, April 26, 2022

MINUTES

reach the valley and water volume/pressure. A new member, Patrick Buckwalter has joined the department. The news of Sharon Aslanian's passing was shared. The department is thankful for her support of the Ladies Auxiliary.

1.3 District Engineer Report

1.3.1 Muni-meeting report.

District Engineer Rebecca Crow provided the Muni-meeting report. Regional drought conditions were discussed.

1.3.2 Anker Tank Replacement project report.

District Engineer Hannah Gidanian reported that the quarterly report was submitted on April 15th. District Engineer Rebecca Crow and General Manager Richard Hanger will meet to discuss next steps to develop the Request For Qualification, for construction.

1.4 Safety Report – Ladder Safety

Reviewed and filed.

1.5 General Manager Report

None.

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, March 22, 2022.

Correspondence

3.1 FGCSO 2021 Consumer Confidence Report.

3.2 SDRMA 2023 Property Liability Ins. Estimate.

3.3 SDRMA 2023 Worker's Compensation Ins. Estimate.

3.4 LAFCO Proposed budget 2022-2023.

3.5 LAFCO Notice of Vacancy.

3.6 Heidi Benzonelli Alternate Member for LAFCo.

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

Tuesday, April 26, 2022

MINUTES

Financial Reports

4.1 Interfund Transfers, \$65,132.55 (less \$20,000). Net \$45,132.55.

4.2 Check/EFT Payments, (#6807-6834) \$65,067.70

4.3 Payroll, \$3,846.30

4.4 General Journal Entries, #532-536

4.5 Reimbursements, Mileage \$475.03

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

F. Business Items Action/Information

5.1 Quarterly financial reports and budget adjustments. Action.

General Manager Richard Hanger presented the quarterly financial reports and budget adjustments.

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

5.2 Annual review of interest rates for interfund loans. Action.

General Manager Richard Hanger reviewed the interest rates for interfund loans.

Director Janet Miller moved to not adjust interest rates for interfund loans currently at 4.5%. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Garlick, Grissom and Miller voting aye.

5.3 Policy 2300, Emergency Preparedness. Action.

Director Richard Grissom moved to approve Policy 2300; Emergency Preparedness as presented. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Garlick, Grissom and Miller voting aye.

5.4 Policy 2305, Emergency Response Guideline for Hostile or Violent Incidents. Action.

Item tabled to May 24th, by order of the Chair.

5.5 Policy 2310, Workers' Compensation. Action.

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Tuesday, April 26, 2022

MINUTES

Director Richard Grissom moved to approve Policy 2310; Workers' Compensation as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Garlick, Grissom and Miller voting aye.

G. Public Hearings

6.1 None.

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Budget Presentation. May.

8.2 Certification of Tax Assessment. May.

8.3 *Les Schwab* monthly tire inspections.

8.4 Policy 2305, Emergency Response Guidelines for Hostile or Violent Incidents.

J. Adjournment/Announcements

9.1 Next regular meeting, May 24, 2022.

Meeting adjourned at 8:20 PM.

Respectfully submitted,

Richard Hanger
Secretary to the Board

Janet Miller
Director

Attachments

CCCU fund transfer

Initialed disbursement register

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