

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

November 19, 2019
Fieldbrook Fire Hall, 7:30 PM
MINUTES

1. Roll Call

President Roy Sheppard called the meeting to order at 7:35 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom and Director Jason Garlick. Director Janet Miller was absent. Fire Chief Jack Sheppard and District Engineer Rebecca Crow were absent. Sewer Technician Grant Weaver and General Manager Richard Hanger were present. Approximately 14 community members were present.

2. Agenda Modifications

3. Public Comments

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 Wastewater Report

4.1.1 – Monthly report

Sewer Technician Grant Weaver reported the system was functioning as designed.

4.2 Safety Report

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard was absent and submitted his report via email. The department had four calls. A date is being set for the final installation of the repeater.

4.4 District Engineer Report – *Absent*

4.4.1 – Muni meeting report –

4.4.2 – Anker Tank – grant award(s) update

4.4.3 –

4.5 General Manager Report

4.5.1 – General Manager Richard Hanger requested the December board meeting begin at 6:30 PM to accommodate a lengthy agenda and set a time certain of 7:30 for consideration of an Alternative Summer Wastewater Rate.

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, October 22, 2019

5.2 Correspondence/Information Items

5.2.1 – McAdams, stand-by wastewater fee.

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

5.3.1 Interfund Transfers \$44,324.92

5.3.2 Checks (#5960-5983) \$46,409.72

5.3.3 Payroll \$2,892.96

5.3.4 General Journal Entries 440-443

5.3.5 General Manager reimbursement \$179.88 Adobe software

Director Richard Grissom moved to approve the consent agenda as presented. Director Starr Kilian seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

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6. Action/Discussion Items

6.1 – Adjustment of wastewater late fees for summer months. Action.

General Manager Richard Hanger presented the staff report and recommended the board consider issuing credits for domestic wastewater late fees incurred during the summer months. These fees total \$1,764.11. Also, recommended the board allow a credit for shut-off fees if requested and approved by the General Manager. Public comments were received.

Director Jason Garlick moved to approve issuing a credit for summer wastewater late fees and a credit of shut-off fees pending review and approval of the General Manager. Director Richard Grissom seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

7. Future Agenda Items

7.1 – Election of Officers. December.

7.2 – Board Calendar 2020. December.

7.3 – Annual audit presentation, fiscal year ending June 2019. December.

7.4 – *Alternative Summer Rate – time certain 7:30 PM*

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 meeting December 17, 2019.

Meeting adjourned at 8:40 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments
*CCCU fund transfer
Initialed disbursement register*