



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

Tuesday, December 14, 2021

Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

A. Roll Call

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

B. Agenda Modification

None.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver reported “rags” pulled from pump station two, lighting repairs at station one, and infiltration repairs were being completed. Mr. Weaver will be out on medical leave for approximately two months. Brian Carr will be completing the daily reports.

1.2 District Engineer Report

1.2.1 Glendale Hydraulic Study memo.

District Engineer Rebecca Crow on the progress of the study and reviewed the findings known to date.

1.2.2 Anker Tank Replacement project report`

District Engineer Rebecca Crow reported that the project was on schedule and that the request for additional funding from NCRP had not been funded in the first round of applications. There will be another round of funding and she remains confident that additional funding for the project will be funded from either NCRP or an amended application with FEMA.

1.3 Fire Chief Report

1.3.1 Call/Incident report

Fire Chief Jack Sheppard reported four medical calls, two traffic accidents, two auto-aid, and two cancelled calls. The YTD responses total 134. Outfitting of the

Meeting Materials may be accessed at:

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

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new command truck is nearly complete. The Board requested the truck be present at the January 25, 2022, meeting. The Department has received two AED devices from Humboldt County Measure Z.

1.4 Safety Report – None.

1.5 General Manager Report

General Manager Richard Hanger reported that the public records request from Will Carlon, attorney for Californians for Alternative to Toxics, regarding Kern Construction, had been completed. Mr. Hanger has spoken with the attorney for FGCSO regarding the matter.

1.6 Director Reports

Director Richard Grissom reported that he had seen a news article regarding vandalism at a water tank in the City of Blue Lake. The vandalism resulted in a loss of 400,000 gallons of water. Mr. Grissom and other members of the Board asked that we review our current water tank security and requested that adequate security be included in the Anker Tank replacement project.

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, November 16, 2021.

Correspondence

3.1 Humboldt County annual encroachment permit.

Financial Reports

4.1 Interfund Transfers, \$185,648.25

4.2 Check/EFT Payments, (#6672-6708) \$184,603.98

4.3 Payroll, \$3,347.22.

4.4 General Journal Entries, #521

4.5 HC Warrant Request for Fire Funds, \$35,000.

4.6 Mileage Reimbursements, \$448.90.

Director Richard Grissom moved to approve the consent agenda as presented. Director Janet Miller seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was 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 FGCSO Board of Directors have the right to have the decision reviewed by a State Court.

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F. Business Items Action/Information

5.1 Reconsider, Request for road maintenance funds, Red Rock Lane. Action.

General Manager Richard Hanger provided the staff report. The board took action at the November 16, 2021, meeting to approve an expenditure not to exceed \$1,800 and stipulated that the repairs to Red Rock Lane be completed following the completion of the Anker Tank replacement project. Unfortunately, the repair was scheduled and subsequently completed. Mr. Hanger recommends the board reconsider the request and fund the repairs; it is further recommended that the bid for Anker Tank replacement project stipulate that Red Rock Lane will be left in good repair at the completion of the project.

Director Janet Miller moved to approve the staff recommendation and fund the current repair and to include a stipulation in the bid for construction of the Anker Tank replacement project that Red Rock Lane be left in good repair at the completion of the project. Director Richard Grissom seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was absent.

5.2 Receive audit for fiscal year 2021. Action.

District Auditor Jeff Trump, from Hunter, Hunter, and Hunt presented the audit for fiscal year 2021. He reported the District financial statements received an unqualified opinion. An “unqualified opinion” is the best opinion an independent auditor may render, it indicates that the district’s financial statements are fairly and appropriately represented.

Director Richard Grissom moved to receive the audit for fiscal year 2021 as presented. Director Janet Miller seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was absent.

5.3 Election of Officers for calendar year 2022. Action.

Vice-President Starr Kilian opened nominations for the office of President. Director Janet Miller nominated President Roy Sheppard. The nomination was seconded by Vice-President Starr Kilian.

Vice- President Starr Kilian opened nomination for the office of Vice-President. Director Richard Grissom nominated Vice-President Starr Kilian. The nomination was seconded by Director Janet Miller.

Nomination for the offices of President and Vice-President were closed.

Director Richard Grissom moved to elect the nominated slate of officers, and to reappoint Director Jason Garlick to the HBMWD Water Task Force with Vice-President Starr Kilian to serve as an alternate. The motion was seconded by Director

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Jason Garlick. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was absent.

5.4 Set Board Calendar for 2022. Action.

General Manager Richard Hanger presented the board calendar of 2022.

Director Janet Miller moved to adopt the board calendar for 2022 as presented. Director Richard Grissom seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was absent.

5.5 Roster of Public Officials 2022. Action.

General Manager Richard Hanger asked the board to review the roster of public officials for 2022.

Director Richard Grissom moved to approve the roster of public officials as presented. Director Janet Miller seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was absent.

5.6 Policy Committee appointments. Action.

General Manager Richard Hanger thanked Directors Kilian and Miller for their participation.

Director Janet Miller moved to appoint Directors Grissom and Garlick to the policy committee for a period of six-months. Vice-President Starr Kilian seconded the motion. The motion carried with Kilian, Grissom, Garlick, and Miller voting aye. President Roy Sheppard was absent.

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G. Public Hearings

6.1 None.

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 CPI Rate adjustments for water and sewer. January.

8.2 CPI Wage adjustments for 2022. January.

8.3 Quarterly financial reports and budget adjustments. January.

J. Adjournment/Announcements

9.1 Next regular meeting, January 25, 2022.

Meeting adjourned at 8:42 PM.

Respectfully submitted,

Richard Hanger
Secretary to the Board

Starr Kilian
Vice-President

Attachments
CCCU fund transfer
Initialed disbursement register