



**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, March 22, 2022**

Fieldbrook Fire Hall & Teleconference, 7:00 PM Closed Session  
7:30 PM Regular Meeting  
MINUTES

**A. Roll Call**

*President Roy Sheppard called the closed session meeting to order at 7:00PM. Conference with Legal Counsel – Existing Litigation, Edwards v FGCS, Case No: CV2200214 Board members present were Vice-President Starr Kilian, Director Richard Grissom, and Director Janet Miller. Legal counsel Russ Gans and General Manager Richard Hanger were present. Director Jason Garlick was not present. No action was taken. Legal counsel Russ Gans departed the meeting.*

*President Roy Sheppard called the regular meeting to order at 7:30 PM. Director Jason Garlick joined the meeting. All other board members and General Manager Richard Hanger remained present. Also present at the regular meeting were Fire Chief Jack Sheppard, and Sewer Technician Grant Weaver. District Engineers Rebecca Crow, and Hannah Gidanian were absent.*

**B. Agenda Modification**

*Conference with Legal Counsel – Existing Litigation (§54956.9)” Closed Session Time certain 7:00 PM, Edwards v FGCS, Case No: CV2200214. No action was taken, and the board reconvened to the regular meeting.*

**C. Public Comments**

*None.*

**D. Reports**

**1.1 Wastewater Report**

*Sewer Technician Grant Weaver reported he had met with Kim Watson to discuss infiltration between Murphy’s Market and Pump Station One, discussion of “relining” the mainline. Discussion of signage at the station regarding dumping of garbage, appliances, or vehicles, purchase of camera is under evaluation, site visit to 200 Walton Lane, approved auger maintenance, and purchase of First Aid kits.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report**

Meeting Materials may be accessed at:

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

## Tuesday, March 22, 2022

### MINUTES

*Fire Chief Jack Sheppard reported six medical and one fire call. The department is planning a community open house to discuss hazard preparedness (i.e., tsunami and fire safe council). Measure Z funding may be available for Jaws of Life equipment.*

1.3 District Engineer Report – None.

1.3.1 Muni-meeting report.

1.3.2 Anker Tank Replacement project report.

1.4 Safety Report – Ladder Safety – *reviewed and filed.*

1.5 General Manager Report – None.

1.6 Director Reports – *brief discussion of HC Code enforcement.*

#### 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, February 22, 2022.

##### Correspondence

3.1 To: City of Arcata, Sewer annual industrial permit report.

##### Financial Reports

4.1 Interfund Transfers, \$53,996.83 (voided check \$17,741.19)

4.2 Check/EFT Payments, (#6510 replacement check, 6781-6780) \$72,540.55

4.3 Payroll, \$3,516.60.

4.4 General Journal Entries, #527 void, 528-531

4.5 Reimbursements, Mileage \$362.12

4.6 Bad Debt, account #5300.01, \$2,664.58, #980.03, \$3,071.01.

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

#### F. Business Items Action/Information

5.1 Policy 2200 Disposal Surplus Property or Equipment. Action.

***Director Richard Grissom moved to approve Policy 2200 Disposal of Surplus Property or Equipment as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Garlick, Grissom and Miller voting aye.***

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.

## Tuesday, March 22, 2022

### MINUTES

5.2 Policy 2205 Electronic Resources. Action.

***Section 2205.7 was corrected to include “General Manager”. Director Janet Miller moved to approve Policy 2205 Electronic Resources as corrected. Director Jason Garlic seconded the motion. The motion carried with Sheppard, Kilian, Garlick, Grissom and Miller voting aye.***

5.3 Policy ~~2150~~ 2215 Naming of District Facilities. Action.

***Section 2215 (b) was corrected to remove the word “park” from the last sentence. Director Richard Grissom moved to approve the Policy 2215 Naming of District Facilities as corrected. 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 Conference with Legal Counsel – Existing Litigation (§ 54956.9): Closed Session  
Time certain 7:00 PM, Edwards v. FGCSO, Case No.: CV2200214.  
*No action was taken.*

#### I. Future Agenda Items

8.1 Quarterly financial reports and budget adjustments. April  
8.2 Annual review of interest rates for interfund loans. April

#### J. Adjournment/Announcements

9.1 Next regular meeting, April 26, 2022.  
*Meeting adjourned at 8:17 PM.*

*Respectfully submitted,*

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*Richard Hanger  
Secretary to the Board*

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*Starr Kilian  
Vice-President*

#### Attachments

*CCCU fund transfer  
Initialed disbursement register*

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