



**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, September 24, 2024
Fieldbrook Fire Hall & Teleconference
7:30 PM Regular Meeting
MINUTES

A. Roll Call

President Roy Sheppard called the meeting at order at 7:30 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. District Engineer Steven Pearl was absent. Fire Chief Chris Appleton, Fire Captain Danny Oram, and General Manager Richard Hanger were present.

B. Agenda Modification

None.

C. Public Comments

Fire Captain Danny Oram presented a community outreach proposal. The proposal would purchase equipment needed to provide community pancake breakfasts. It was suggested the District apply for funding from the Fieldbrook Educational Foundation. No action was taken. By consensus, the board requested this be placed on a future agenda.

D. Reports

1.1 Wastewater Report

1.1.1 Maintenance.

The City of Blue Lake has been reading the meters while Pepe Euan-Estrada is on vacation.

1.2 Fire Chief Report

1.2.1 Call/Incident report.

Fire Chief Chris Appleton reported 14 calls; 5 medical, 1 fire, 7 auto aid, and 1 false alarm.

Meeting Materials may be accessed at:

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

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1.3 District Engineer, Construction Management Report

1.3.1 Muni-meeting report.

District Engineer Steven Pearl reported via email that the Muni-meeting had been held and there were no items on the agenda that directly affected the district.

1.4 Safety Report – received and filed

1.5 General Manager Report – no additional report.

1.6 Director Reports

Director Richard Grissom suggested that the backup generator may need to move to an enclosure outside of the Firehall.

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, August 27, 2024.

Correspondence

3.1 SDRMA, no claims in 2024.

3.2 HC Elections, Candidacy Results.

Financial Reports

4.1 Interfund Transfers, Net of reduced transfer, \$90,252.17.

4.2 Check/EFT Payments, (#7574-7593) \$120,091.30

4.3 Payroll, \$3,227.73.

4.4 General Journal Entries, 600-605, \$38,832.69.

4.5 Reimbursements \$0, Mileage \$481.37.

4.6 Related Party Transaction, Central Ave. Service Center, \$802.23.

4.7 Bad Debt, Acct#1600.02, Water \$770.56, Wastewater \$1,484.14

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

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MINUTES

F. Business Items Action/Information

5.1 City of Blue Lake, MOU with FGCSO. Action.

General Manager Richard Hanger provided the staff report.

Director Richard Grissom moved to approve the Memorandum of Agreement with the City of Blue Lake as presented. Director Janet Miller seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.2 Customer Payment Contract. Action.

General Manager Richard Hanger provided the staff report.

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

5.3 Notice of Intent, Grant application for Cyber Security. Action.

General Manager Richard Hanger provided the staff report.

Director Richard Grissom moved to approve the grant application for Cyber Security as presented. Director Jason Garlick seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

G. Public Hearings

6.1 Closed Session – None.

I. Future Agenda Items

7.1 Draft MD&A for Audit. Oct.

7.2 Quarterly Financial Reports and Budget Adjustments.

7.3 Sewer Flow Report.

J. Adjournment/Announcements

8.1 Next regular meeting, October 22, 2024.

The meeting adjourned at 8:16 PM.

Respectfully submitted,

Richard Hanger, Board Secretary

Starr Kilian, Vice-President

Attachments: CCCU fund transfer; initialed disbursement register.

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