



**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 27, 2022**

Fieldbrook Fire Hall & Teleconference  
7:30 PM Regular Meeting  
AGENDA

#### A. Roll Call

The Presiding officer will call the meeting to order, and the clerk will call the roll of members to determine the presence of a quorum.

In accordance with the Governor's Executive Orders N-25-20 and N-29-20 FGCSO Board of Directors shall conduct the district's business via teleconference. This meeting may be accessed by using the following call-in number: 1- 669-900-9128. When prompted enter the meeting i.d. 849 0788 5446. Please submit public comments in writing 24 hours ahead of the meeting, if possible.

#### B. Agenda Modification

The Board may adopt/revise the order of the agenda as presented.

#### C. Public Comments

Regularly scheduled meetings provide an opportunity for members of the public to directly address the FGCSO Board Members on any action item that has been described in the agenda for the meeting, before or during consideration of that item, or on matters not identified on the agenda within the Board's jurisdiction. No action will be taken on non-agenda items.

#### D. Reports

1.1 Wastewater Report

1.2 Fire Chief Report

1.2.1 Chief and Officer Update

1.2.2 Call/Incident report

1.3 District Engineer Report

1.3.1 Muni-meeting report.

1.3.2 Status Report – Glendale Hydraulic Systems Alternatives

1.3.3 Anker Tank Replacement project report.

1.4 Safety Report –

1.5 General Manager Report

1.6 Director Reports

Meeting Materials may be accessed at:

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

## Tuesday, September 27, 2022

### AGENDA

#### 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, August 30, 2022.

##### Correspondence

3.1 Humboldt County Elections – notice of appointment in lieu of election.

##### Financial Reports

4.1 Interfund Transfers, \$75,280.11 (less \$35,000 – Net \$40,280.11)

4.2 Check/EFT Payments, (#6963-7057) \$75,169.29

4.3 Payroll, \$4,929.05

4.4 General Journal Entries, 559(Y/E Closing) \$22.56, 560&561 \$16,703.08

4.5 Reimbursements, Mileage \$691.25, Office \$99.00, Sewer Repair \$423.29

#### F. Business Items Action/Information

5.1 Sanitary System Force Main Maintenance Project. Action.

#### G. Public Hearings

6.1

#### Closed Session

7.1 None.

#### H. Future Agenda Items

8.1 Draft Management Discussion and Analysis for F/Y 2023. October.

#### I. Adjournment/Announcements

9.1 Next regular meeting, October 25, 2022.

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.

718 Third Street,  
Eureka, California 95501  
United States  
www.ghd.com



Our ref: 12565692

September 07, 2022

Richard Hanger, General Manager  
Fieldbrook Glendale CSD  
4584 Fieldbrook Road  
Fieldbrook, CA 95519

**RE: August 2022 Hydraulic Systems Alternatives Analysis Invoice Memo**

Dear Richard,

This memo provides an update on progress for the FGCS D Hydraulic Systems Alternatives Analysis project for work completed by GHD between July 2022 and August 2022.

GHD spoke with Dale Davidsen at HBMWD in regard to the PRV located at the Lyman pump station. The preliminary analysis and previous studies suggest that the District could back feed the system but after looking at plans, photos and speaking with Dale, that is not entirely the case. The system as currently constructed has two PRV's and the other one located near Larson Heights prevents backflow from reaching Glendale proper. Both PRV stations will need to be reconfigured, which will be addressed conceptually in the report.

GHD also discussed locations for a potential, new water storage tank. Depending on where the tank is constructed and the elevation of the tank, a booster station may be necessary to just fill the tank, and the tank would subsequently solve the pressure issues in Glendale with static head. Tank locations are limited given prior analyses, GHD will run an additional modeling scenario with this in mind.

Next steps are to include a write up on the new scenario, develop the cost analysis and accompanying write up, then review and clean up the report for delivery. Attachments will include some select plan sheets from the 1970's construction set, a recommended PRV cut sheet with conceptual configurations, cost estimates, overall District map showing modeling node locations, and all the modeling results to go with that. GHD has made headway on the cost analysis portion of the scope of work, leveraged by data from recent project bid results and engineering best judgement. Final edits are anticipated to occur during the next month, with the production of a Draft report for District review.

Task	Budget	Spent This Period	Percent Complete	Budget Remaining
1. Project Management	\$3,200	\$333	68%	\$1,047
2. Interim Backflow Concept Design	\$9,700	\$--	96%	\$416
3. Water Tank and Fire Pump Station	\$21,600	\$1,119.75	64%	\$7,779
4. Cost Estimate and Energy Efficiency Analysis	\$6,700	\$--	0%	\$6,700
5. Summary Report	\$2,800	\$2,705.64	100%	\$-497.64
<b>Total</b>	<b>\$44,000</b>	<b>\$4,158.39</b>	<b>65%</b>	<b>\$15,444</b>

Please reach out with any questions or comments.

→ The Power of Commitment

GHD

## HAND & POWER TOOL SAFETY

If you work with hand or power tools, it's critical for you to know how to use and work with them safely. This *Safety Talk* provides general awareness tool safety training.

Source: [OSHA Hand and Power Tools Booklet](#).

OSHA states these five basic safety rules can help prevent hazards associated with hand and power tools:

- 1) Keep all tools in good condition with regular maintenance.
- 2) Use the right tool for the job.
- 3) Examine each tool for damage before use and do not use damaged tools.
- 4) Operate tools according to the manufacturers' instructions.
- 5) Provide and use the right personal protective equipment.

### HAND TOOLS

Hand tools are tools that are powered manually. The most significant hazards caused by hand tools are due to misuse and improper maintenance. Never use a tool with out prior training.



- Only use hand tools for their specific purpose.
- Conduct a pre-use tool inspection to identify any defects (damaged handle, dull blade, etc.).

- Don't use defective tools and immediately report it to your supervisor.
- Always keep hand tools clean.
- Wear the required eye and face personal protective equipment (PPE).
- Conduct proper housekeeping practices when the use of the hand tool generates waste (sawdust, metal filings, etc.).

### POWER TOOLS

Power tools can be very hazardous when used improperly. They must be fitted with guards and safety switches.



Types of power tools include electric, pneumatic, hydraulic, powder-actuated, and liquid fuel. Review the OSHA booklet for additional training on the specific types of power tools.

General precautions include:

- Never use a tool if the safety guard is altered or removed. Remove all damaged tools from use.
- Don't carry a tool by the cord or hose and don't yank to disconnect.
- Keep cords/hoses away from heat, oil, and sharp edges.

## POWER TOOLS CONTINUED

- Disconnect tools when not in use, when servicing, or when changing accessories.
- Keep others at a safe distance from work area.
- Secure work with clamps to free hands.
- Do not hold fingers on the switch button.
- Maintain good balance when operating.
- Avoid loose clothing, ties, jewelry, etc.

## GUARDS

- Check to ensure the exposed moving parts of power tools are safe guarded (belts, gears, sprockets, flywheels, chains, etc.)
- Never remove guards when a tool is in use.

## ELECTRIC TOOLS

- Operate within design limitations.
- Use gloves and safety footwear.
- Store tools in dry place when not in use.
- Do not use in damp or wet locations unless approved for that purpose.
- Keep work areas well lit and ensure cord placement does not present a tripping hazard.



## PNEUMATIC TOOLS

Pneumatic tools are powered by compressed air and include chippers, drills, hammers, and sanders.



Pneumatic tools must be checked to ensure the tool is fastened securely to the air hose.

- The same precautions should be taken that are recommended for electric cord tools.
- Eye, head, and face protection should be utilized.
- Never point compressed air guns toward anyone.
- A chip guard must be used when compressed air is used for cleaning.

This *Safety Talk* provides awareness level tool safety training. Review the [OSHA Hand and Power Tools Booklet](#), for additional information on other types of power tools, such as liquid fuel tools, powder-actuated tools, and hydraulic power tools.

If this information is unclear or if you have any additional questions, please talk to your supervisor.



# 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, August 30, 2022**

Fieldbrook Fire Hall & Teleconference  
7:30 PM Regular Meeting  
AGENDA

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, GHD Engineer Steven Pearl, Sewer Technician Grant Weaver, and General Manager Richard Hanger.*

B. Agenda Modification - *None.*

C. Public Comments - *None.*

D. Reports

1.1 Wastewater Report

*Sewer Technician Grant Weaver reported a repair to a sewer connection on Glenwood. An order to replace and install a bubbler at pump #2. The 8" mainline needs to be Hydro flushed in 2023. A fire extinguisher has been ordered for pump station #1. Brian Carr is leaving the district. We have hired Jose Euan-Estrada. Scott Lackey will provide back-up. Grant will be out of the district Sept. 13 – Oct. 24<sup>th</sup> but will be available via telephone/text/and email.*

1.2 Fire Chief Report

1.2.1 Call/Incident report

*Fire Chief Jack Sheppard reported 9 medical, 5 Mutual Aid, 2 Fire, and 1 canceled call. A request was made to submit a letter to Humboldt County Public Works for additional traffic signs (speed limit) near the Lyman pump station.*

1.3 District Engineer Report

*GHD Engineer Steven Pearl provided the staff report. Quotes have been received for maintenance of the forced mainline between pump station one and the intertie with the City of Arcata at Westend Road. These will be available at the next board meeting for possible action.*

Meeting Materials may be accessed at:

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

## Tuesday, August 30, 2022

### AGENDA

1.3.1 Muni-meeting report. *No meeting.*

1.3.2 Anker Tank Replacement project report. *Following up on Phase 2 funding.*

1.4 Safety Report – June – Ergonomic Tips, July – Hazardous Chemicals, August – Safe Lifting.

1.5 General Manager Report

1.6 Director Reports

#### 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, July 26, 2022.

##### Correspondence

3.1

##### Financial Reports

4.1 Interfund Transfers, \$69,469.12

4.2 Check/EFT Payments, (#6934-6962) \$69,023.51

4.3 Payroll, \$4,468.32

4.4 General Journal Entries, (544-558 Y/E Closing) \$574,660.60, (557) \$1,145.08

4.5 Reimbursements, Mileage \$449.38, Office Supplies (General Manager) \$264.35

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

#### F. Business Items Action/Information

5.1

#### G. Public Hearings

6.1 Final budget adoption fiscal-year 2023. Action.

*General Manager Richard Hanger presented the final budget.*

*President Roy Sheppard opened the public hearing for comments. There were no public comments. The public hearing was closed, and the item returned to the board for consideration.*

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, August 30, 2022**

AGENDA

***Director Jason Garlick moved to approve the final budget for fiscal year 2023 as presented. Director Richard Grissom seconded the motion. The motion carried with the following roll call vote. Sheppard, Aye, Kilian, Aye, Grissom, Aye, Garlick, Aye, and Miller voting aye.***

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Draft Management Discussion and Analysis for F/Y 2023. September.

J. Adjournment/Announcements

9.1 Next regular meeting, September 27, 2022.

*Meeting adjourned at 8:25 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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COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481  
Fax 707-445-7204

TO: Fieldbrook Glendale Community Services District  
PO Box 2715  
McKinleyville, CA 95519

FROM: Christina Strevey, Administrative Analyst

DATE: September 9, 2022

SUBJECT: Statewide General Election on November 8, 2022  
**Candidacy Results**

**IN LIEU OF ELECTION**

Pursuant to Election Code, Section 10515, when the number of qualified candidates filing for a seat equals the number of available seats, those qualified candidates shall be appointed in lieu of election by the Humboldt County Board of Supervisors. The Office of Elections received declarations of candidacy from the following qualified candidates:

Office/Trustee Area	Name	Term
Director	STARR KILIAN	4 yr
Director	ROY SHEPPARD	4 yr
Director	JASON GARLICK	4 yr

Certificates of election **and/or** notices of appointment will be mailed to the district after the Statewide General Election on November 8, 2022.

Please feel free to contact our office anytime if you have questions.



**Fieldbrook Glendale  
Community Services District**

water · sewer · fire

**REGULAR MEETING OF THE  
BOARD OF DIRECTORS**

September 27, 2022

Coast Central Credit Union  
2650 Harrison Avenue  
Eureka, CA 95501-3259

Please transfer the following

From: Business Liquid Asset Account \$40,280.11  
To: Water Checking \$40,280.11

9/27/2022	
Check Register	\$ 75,169.29
#6963-7057	\$ 75,169.29
Deposit	\$ -
Deposit	\$ -
Transfer Totals	\$ (40,280.11)
Anker Tank Project	\$ -
Fire	\$ 4,287.41
Sewer	\$ 27,682.16
Water	\$ 43,310.54
Reduce Water Transfer	\$ (35,000.00)
Gross Pay	\$ 4,929.05
<Net Pay>	\$ (3,783.74)
Empr. Taxes	\$ 397.85
Adjustments	
EDD	\$ (203.88)
EDD	\$ (14.96)
IRS	\$ (1,073.88)
Verizon 09/06	\$ (139.62)
	\$ -
Reconciliation	\$ (40,169.29)
Balance	\$ -

**Fieldbrook Glendale Community Services District**  
**Interfund Activity Report**  
As of October 25, 2022

Type	Date	Num	Name	Account	Class	Amount	Balance
<b>Anker Tank Replacement</b>							0.00
Total Anker Tank Replacement							0.00
<b>Interfund Expenses/Fire</b>							751.51
Paycheck	08/31/2022	6968	Interfun...	6560 · Payroll Expenses	Fire Depart...	300.00	1,051.51
Paycheck	08/31/2022	6968	Interfun...	6560 · Payroll Expenses	Fire Depart...	101.25	1,152.76
Paycheck	08/31/2022	6968	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.41	1,153.17
Paycheck	08/31/2022	6968	Interfun...	6560 · Payroll Expenses	Fire Depart...	24.88	1,178.05
Paycheck	08/31/2022	6968	Interfun...	6560 · Payroll Expenses	Fire Depart...	5.82	1,183.87
Paycheck	08/31/2022	6968	Interfun...	6560 · Payroll Expenses	Fire Depart...	6.02	1,189.89
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Enterprise:S...	300.00	1,489.89
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Fire Depart...	101.25	1,591.14
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.30	1,591.44
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.10	1,591.54
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Enterprise:S...	18.60	1,610.14
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Fire Depart...	6.28	1,616.42
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Enterprise:S...	4.35	1,620.77
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Fire Depart...	1.47	1,622.24
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Enterprise:S...	4.50	1,626.74
Paycheck	08/31/2022	6969	Interfun...	6560 · Payroll Expenses	Fire Depart...	1.52	1,628.26
Bill	08/31/2022	CL 22...	Interfun...	5365 · Fuel Expenses (Fuel Expenses)	Fire Depart...	535.06	2,163.32
Bill	08/31/2022	1563-...	Interfun...	5320 · Electric (Electric)	Fire Depart...	214.27	2,377.59
Bill	09/01/2022	Annua...	Interfun...	5390.02 · Office Software (Software licenses a...	Fire Depart...	900.00	3,277.59
Bill	09/01/2022	02052...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	194.62	3,472.21
Bill	09/15/2022	707-8...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	247.93	3,720.14
Bill	09/19/2022	99151...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	116.41	3,836.55
Bill	09/20/2022	P1-76...	Interfun...	5390.02 · Office Software (Software licenses a...	Fire Depart...	5.00	3,841.55
Bill	09/20/2022	Sept 2...	Interfun...	5335 · Water (Water)	Fire Depart...	48.65	3,890.20
Bill	09/24/2022	Sept 2...	Interfun...	5345 · Internet Service (Internet Service)	Fire Depart...	156.48	4,046.68
Bill	09/24/2022	Sept 2...	Interfun...	5075 · Chief Expenses - Fire (Chief Expenses ...	Fire Depart...	50.00	4,096.68
Bill	09/24/2022	Micros...	Interfun...	5390.02 · Office Software (Software licenses a...	Fire Depart...	33.00	4,129.68
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Fire Depart...	146.52	4,276.20
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	4,276.20
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Fire Depart...	9.09	4,285.29
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Fire Depart...	2.12	4,287.41
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	4,287.41
Total Interfund Expenses/Fire						3,535.90	4,287.41
<b>Interfund Expenses/Sewer</b>							838.90
Check	08/31/2022	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:S...	15.06	853.96
Bill	08/31/2022	00079...	Interfun...	5020 · Purchased Sewer Services (Purchased...	Enterprise:S...	10,098.65	10,952.61
Bill	08/31/2022	00079...	Interfun...	5020 · Purchased Sewer Services (Purchased...	Enterprise:S...	66.54	11,019.15
Bill	08/31/2022	22067...	Interfun...	5400.01 · Line Repairs Maintenance (Line Re...	Enterprise:S...	6,139.43	17,158.58
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	428.53	17,587.11
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	339.53	17,926.64
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	2,386.59	20,313.23
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	89.86	20,403.09
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	0.00	20,403.09
Bill	08/31/2022	0912-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	503.86	20,906.95
Bill	08/31/2022	0213-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	55.14	20,962.09
Bill	09/01/2022	Annua...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:S...	900.00	21,862.09
Bill	09/01/2022	02052...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	194.62	22,056.71
Bill	09/19/2022	6910	Interfun...	5700 · Licenses & Fees	Enterprise:S...	735.03	22,791.74
Bill	09/19/2022	99151...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	23.21	22,814.95
Bill	09/20/2022	P1-76...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:S...	4.00	22,818.95
Bill	09/24/2022	Y7-4715	Interfun...	5400.01 · Line Repairs Maintenance (Line Re...	Enterprise:S...	663.61	23,482.56
Bill	09/24/2022	Sept ...	Interfun...	5366 · Mileage & Travel (Mileage & Travel)	Enterprise:S...	367.50	23,850.06
Bill	09/24/2022	Hensel	Interfun...	5400.01 · Line Repairs Maintenance (Line Re...	Enterprise:S...	44.62	23,894.68
Bill	09/24/2022	Mill Ya...	Interfun...	5400.01 · Line Repairs Maintenance (Line Re...	Enterprise:S...	378.67	24,273.35
Bill	09/24/2022	Sept ...	Interfun...	5366 · Mileage & Travel (Mileage & Travel)	Enterprise:S...	187.50	24,460.85
Bill	09/24/2022	Micros...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:S...	33.00	24,493.85
Paycheck	09/24/2022	7055	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1,434.20	25,928.05
Paycheck	09/24/2022	7055	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	25,928.05
Paycheck	09/24/2022	7055	Interfun...	6560 · Payroll Expenses	Enterprise:S...	88.92	26,016.97
Paycheck	09/24/2022	7055	Interfun...	6560 · Payroll Expenses	Enterprise:S...	20.80	26,037.77
Paycheck	09/24/2022	7055	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	26,037.77
Paycheck	09/24/2022	7056	Interfun...	6560 · Payroll Expenses	Enterprise:S...	494.55	26,532.32
Paycheck	09/24/2022	7056	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.49	26,532.81
Paycheck	09/24/2022	7056	Interfun...	6560 · Payroll Expenses	Enterprise:S...	30.66	26,563.47
Paycheck	09/24/2022	7056	Interfun...	6560 · Payroll Expenses	Enterprise:S...	7.17	26,570.64
Paycheck	09/24/2022	7056	Interfun...	6560 · Payroll Expenses	Enterprise:S...	7.42	26,578.06
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1,025.64	27,603.70
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	27,603.70
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:S...	63.59	27,667.29

**Fieldbrook Glendale Community Services District**  
**Interfund Activity Report**  
As of October 25, 2022

Type	Date	Num	Name	Account	Class	Amount	Balance
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:S...	14.87	27,682.16
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	27,682.16
Total Interfund Expenses/Sewer						26,843.26	27,682.16
<b>Interfund Expenses/Water</b>							894.15
Check	08/31/2022	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:...	24.94	919.09
Bill	08/31/2022	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	990.92	1,910.01
Bill	08/31/2022	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	12,768.29	14,678.30
Bill	08/31/2022	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	1,597.76	16,276.06
Bill	08/31/2022	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	731.93	17,007.99
Bill	08/31/2022	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	-50.07	16,957.92
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	701.69	17,659.61
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	555.95	18,215.56
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	3,907.82	22,123.38
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	147.14	22,270.52
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	10,232.99	32,503.51
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	1,113.58	33,617.09
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	380.00	33,997.09
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	266.29	34,263.38
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	187.60	34,450.98
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	464.50	34,915.48
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	45.00	34,960.48
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	34,960.48
Bill	08/31/2022	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	0.00	34,960.48
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	34,960.48
Bill	08/31/2022	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	107.87	35,068.35
Bill	08/31/2022	7997-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	1,366.79	36,435.14
Bill	08/31/2022	9923-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	67.38	36,502.52
Bill	08/31/2022	0097-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	30.65	36,533.17
Bill	09/01/2022	Annua...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:...	900.00	37,433.17
Bill	09/01/2022	02052...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	194.62	37,627.79
Bill	09/08/2022	380-0...	Interfun...	5122 · Special Studies (Engineering Fees proj...	Enterprise:...	4,158.39	41,786.18
Bill	09/20/2022	P1-76...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:...	1.00	41,787.18
Bill	09/24/2022	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	50.00	41,837.18
Bill	09/24/2022	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	50.00	41,887.18
Bill	09/24/2022	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	50.00	41,937.18
Bill	09/24/2022	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	50.00	41,987.18
Bill	09/24/2022	Sept ...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	50.00	42,037.18
Bill	09/24/2022	Sept ...	Interfun...	5366 · Mileage & Travel (Mileage & Travel)	Enterprise:...	136.25	42,173.43
Bill	09/24/2022	Micros...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:...	33.00	42,206.43
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:...	1,025.64	43,232.07
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	43,232.07
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:...	63.59	43,295.66
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:...	14.88	43,310.54
Paycheck	09/24/2022	7057	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	43,310.54
Total Interfund Expenses/Water						42,416.39	43,310.54
<b>TOTAL</b>						<b>72,795.55</b>	<b>75,280.11</b>

**Fieldbrook Glendale Community Services District**  
**Check Register for this Month**  
**August 31 through October 25, 2022**

Type	Date	Num	Name	Amount
<b>1000 · Coast Central Credit Union</b>				
<b>1012 · General Fund Checking</b>				
<b>1015 · Water Dept Checking</b>				
Paycheck	08/31/2022	6969	Joshua L Miller	-366.14
Bill Pmt -Check	08/31/2022	6963	Advanced Security Sy...	-84.00
Bill Pmt -Check	08/31/2022	6964	Fieldbrook Glendale C...	-64.88
Bill Pmt -Check	08/31/2022	6965	Fieldbrook Volunteer ...	-770.00
Bill Pmt -Check	08/31/2022	6966	Jack Sheppard	-47.39
Bill Pmt -Check	08/31/2022	6967	Silke Communications	-218.67
Paycheck	08/31/2022	6968	Daniel J Oram	-366.13
Liability Check	08/31/2022	E-pay	EDD	-203.88
Liability Check	08/31/2022	E-pay	EDD	-14.96
Liability Check	08/31/2022	E-pay	United States Treasury	-1,073.88
Check	08/31/2022	E-Pay	Coast Central Credit ...	-40.00
Bill Pmt -Check	09/02/2022	EFT	Deluxe Business	-583.86
Bill Pmt -Check	09/06/2022	E-Pay	Verizon	-139.62
Bill Pmt -Check	09/06/2022	EFT	XPress Bill Pay	-188.21
Bill Pmt -Check	09/24/2022	6970	AT&T	-247.93
Bill Pmt -Check	09/24/2022	6971	City of Arcata	-10,165.19
Bill Pmt -Check	09/24/2022	6972	Cummins West, Inc.	-663.61
Bill Pmt -Check	09/24/2022	6973	Fieldbrook Glendale C...	-48.65
Bill Pmt -Check	09/24/2022	6974	GHD, Inc	-605.50
Bill Pmt -Check	09/24/2022	6975	Humboldt Bay M&O	-21,354.94
Bill Pmt -Check	09/24/2022	6976	Humboldt Bay Munici...	-16,038.83
Bill Pmt -Check	09/24/2022	6977	Infinite Consulting Ser...	-2,700.00
Bill Pmt -Check	09/24/2022	6978	Intuit Quick Books	0.00
Bill Pmt -Check	09/24/2022	6979	North Coast Unified Ai...	-735.03
Bill Pmt -Check	09/24/2022	6980	Optimum	-156.48
Bill Pmt -Check	09/24/2022	6981	PG&E	-2,238.09
Bill Pmt -Check	09/24/2022	6982	SDRMA	-409.60
Bill Pmt -Check	09/24/2022	6983	Thrifty Supply Company	-96.31
Bill Pmt -Check	09/24/2022	6984	Valley Pacific	-535.06
Bill Pmt -Check	09/24/2022	6985	Wahlund Construction	-6,139.43
Bill Pmt -Check	09/24/2022	6986	Jack Sheppard	-50.00
Bill Pmt -Check	09/24/2022	6987	Janet Miller	-50.00
Bill Pmt -Check	09/24/2022	6988	Jason Garlick	-50.00
Bill Pmt -Check	09/24/2022	6989	Rich Grissom	-50.00
Bill Pmt -Check	09/24/2022	6990	Roy Sheppard	-50.00
Bill Pmt -Check	09/24/2022	6991	Starr Kilian	-50.00
Bill Pmt -Check	09/24/2022	EFT	Intuit Quick Books	-10.00
Bill Pmt -Check	09/24/2022	7051	GHD, Inc	-4,158.39
Check	09/24/2022	6997	Void Check	0.00
Check	09/24/2022	6998	Void Check	0.00
Check	09/24/2022	6999	Void Check	0.00
Check	09/24/2022	7000	Void Check	0.00
Bill Pmt -Check	09/24/2022	7052	Grant Weaver.	-790.79
Bill Pmt -Check	09/24/2022	7053	Jose Euan-Estrada	-187.50
Bill Pmt -Check	09/24/2022	7054	Richard A. Hanger	-235.25
Paycheck	09/24/2022	7055	Grant Weaver	-1,228.70
Paycheck	09/24/2022	7056	Jose L. Euan-Estrada	-301.28
Paycheck	09/24/2022	7057	Richard A Hanger	-1,521.49
Bill Pmt -Check	09/29/2022	EFT	Verizon	-139.62
Total 1015 · Water Dept Checking				-75,169.29
Total 1012 · General Fund Checking				-75,169.29
Total 1000 · Coast Central Credit Union				-75,169.29
<b>TOTAL</b>				<b>-75,169.29</b>

**Fieldbrook Glendale Community Services District**

**Payroll Summary**

August 30 through September 27, 2022

	Daniel J Oram			Grant Weaver			Jose L. Euan-Estrada			Joshua L Miller			Richard A Hanger			TOTAL		
	Hou...	Rate	Aug 30 - Sep 27, 22	Hou...	Rate	Aug 30 - Sep 27, 22	Hou...	Rate	Aug 30 - Sep 27, 22	Hou...	Rate	Aug 30 - Sep 27, 22	Hou...	Rate	Aug 30 - Sep 27, 22	Hou...	Rate	Aug 30 - Sep 27, 22
<b>Employee Wages, Taxes and Adjustments</b>																		
Gross Pay																		
Fire Double Time Pay		60.00	0.00			0.00			0.00		60.00	0.00			0.00			0.00
Fire Overtime Pay	2.25	45.00	101.25			0.00			0.00	2.25	45.00	101.25			0.00	4.50		202.50
Hourly Rate	10	30.00	300.00	43.5	32.97	1,434.20	15	32.97	494.55	10	30.00	300.00	60	36.63	2,197.80	*****		4,726.55
Hourly Sick		30.00	0.00		32.97	0.00		32.97	0.00		30.00	0.00		36.63	0.00			0.00
<b>Total Gross Pay</b>	<b>12.25</b>		<b>401.25</b>	<b>43.5</b>		<b>1,434.20</b>	<b>15</b>		<b>494.55</b>	<b>12.25</b>		<b>401.25</b>	<b>60</b>		<b>2,197.80</b>	<b>*****</b>		<b>4,929.05</b>
<b>Adjusted Gross Pay</b>	<b>12.25</b>		<b>401.25</b>	<b>43.5</b>		<b>1,434.20</b>	<b>15</b>		<b>494.55</b>	<b>12.25</b>		<b>401.25</b>	<b>60</b>		<b>2,197.80</b>	<b>*****</b>		<b>4,929.05</b>
<b>Taxes Withheld</b>																		
Federal Withholding			0.00			-80.00			-150.00			0.00			-328.00			-558.00
Medicare Employee			-5.82			-20.80			-7.17			-5.82			-31.87			-71.48
Social Security Employee			-24.88			-88.92			-30.66			-24.88			-136.27			-305.61
CA - Withholding			0.00			0.00			0.00			0.00			-156.00			-156.00
CA - Disability Employee			-4.42			-15.78			-5.44			-4.41			-24.17			-54.22
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00			0.00			0.00
<b>Total Taxes Withheld</b>			<b>-35.12</b>			<b>-205.50</b>			<b>-193.27</b>			<b>-35.11</b>			<b>-676.31</b>			<b>-1,145.31</b>
<b>Net Pay</b>	<b>12.25</b>		<b>366.13</b>	<b>43.5</b>		<b>1,228.70</b>	<b>15</b>		<b>301.28</b>	<b>12.25</b>		<b>366.14</b>	<b>60</b>		<b>1,521.49</b>	<b>*****</b>		<b>3,783.74</b>
<b>Employer Taxes and Contributions</b>																		
Medicare Company			5.82			20.80			7.17			5.82			31.87			71.48
Social Security Company			24.88			88.92			30.66			24.88			136.27			305.61
CA - Unemployment Company			6.02			0.00			7.42			6.02			0.00			19.46
CA - Employment Training Tax			0.41			0.00			0.49			0.40			0.00			1.30
<b>Total Employer Taxes and Contributions</b>			<b>37.13</b>			<b>109.72</b>			<b>45.74</b>			<b>37.12</b>			<b>168.14</b>			<b>397.85</b>

**Fieldbrook Glendale Community Services District  
Journal**

August 31 through September 27, 2022

<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
19484	General Journal	08/31/2022	560	Kernen C...	Kernen Principal payment #4	1206.04 · A/R Current - Ker...		974.76
				Kernen C...	Kernen Interest	4900.02 · Sewer Interest In...		170.32
				Kernen C...	Kernen Principal payment #4	1028 · Sewer Asset - Cash	1,145.08	
							1,145.08	1,145.08
19485	General Journal	08/31/2022	561		Monthly Depreciation	5350 · Depreciation Expens...	15,558.00	
					Monthly Depreciation	1710 · Water Accumulated ...		3,671.00
					Monthly Depreciation	1720 · Sewer Accumulated ...		7,559.00
					Monthly Depreciation	1730 · Fire Accumulated De...		4,328.00
							15,558.00	15,558.00
<b>TOTAL</b>							<b>16,703.08</b>	<b>16,703.08</b>

Fieldbrook Glendale Community Services District

General Journal Transaction

June 30, 2022

---

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Debit</u>	<u>Credit</u>
559		Y/E Reconcile...	1028 · Sewer Asset ...	Enterpris...		21.56
		Y/E Reconcile...	1027 · Water Asset -...	Enterpris...	22.56	
		Y/E Reconcile...	1029 · Fire Asset - C...	Fire Depa...		1.00
					<hr/>	<hr/>
					22.56	22.56
					<hr/>	<hr/>
<b>TOTAL</b>					<b>22.56</b>	<b>22.56</b>
					<hr/> <hr/>	<hr/> <hr/>



Request for Mileage Reimbursement Form

Name:

Rate per Mile      0.625  
 Total Mileage      218  
 Total Reimbursement \$ 136.25

Date	Description/Notes	Mileage
8/30/2022	Board Meeting	42
9/9/2022	Mail	42
9/16/2022	Mail	42
9/23/2022	Mail	42
8/26/2022	Mail & Royal Gold	50

Fee Calculation based on 2022	
Budgeted expenses	
Total Amount	\$ 136.25
47% Water	\$ 64.04
47% Sewer	\$ 64.04
6% Fire	\$ 8.18

Requester signature

Date

Approval

Date





*Chenwood*

THANK YOU FOR SHOPPING AT  
HENSEL'S ACE HARDWARE  
ACE STORE #14010  
884 9TH ST.  
ARCATA CA 95521  
(707) 822-2965

60DAY REGULAR ITEM RETURN POLICY& 14DAY  
SPECIAL ORDER POLICY W/RECEIPT

08/30/22 1:17PM PM 556 SALE

44313	1	EA	4.59	EA
PLUG SCH40 PVC 1.5" MPT				4.59
46188	1	EA	5.99	EA
BUSHING 40PVC2SPIG1.5FPT				5.99
43133	2	EA	5.99	EA
ELBOW 45 2" SXS SCH40				11.98
43141	1	EA	6.59	EA
TEE 2" SXSXS SCH40				6.59
4038824	1	EA	11.99	EA
CMNT PVC RD HOT LOVOC 80Z				11.99
-----				
SUB-TOTAL:\$	41.14	TAX: \$		3.50
		TOTAL: \$		44.64
CHARGE AMT:	44.64			



==>> JRNL#E00899 INV#229714/1 <<==  
CUST NO: 374  
ACE REWARDS ID # 19801570337

Customer Copy

*Chenwood*

*Chenwood*

THANK YOU FOR SHOPPING AT  
THE MILL YARD  
(707) 826-9860

Returns May Be Subject to a  
15% Restocking Fee. Keep Your Receipt!  
08/30/22 1:31PM 34 561 SALE

100	1	EA	.00	EA
SELF-LOAD				N/C
2PVC	100	FT	3.49	FT
2" PVC #40 PIPE				349.00

SUB-TOTAL:\$	349.00	TAX: \$		29.67
		TOTAL: \$		378.67
BK CARD AMT:	378.67			
BK CARD#:				

==>> JRNL#C11378  
CUST NO:\*5

Customer Copy

<<==

From: [Microsoft](#)  
To: [rhanger50@gmail.com](mailto:rhanger50@gmail.com)  
Subject: Your 1 year subscription to Microsoft 365 Family has been renewed  
Date: Wednesday, September 7, 2022 2:57:16 AM

---

<!--[if gte (gte mso 9)](IE)]> 96 <![endif]-->



## Your 1 year subscription to Microsoft 365 Family has been renewed

Your subscription was successfully renewed on Wednesday, September 07, 2022. On your next renewal date, Thursday, September 07, 2023, USD 99.99 plus applicable taxes will be charged.

Sign into your Microsoft account to manage your subscriptions, including changing your payment method or canceling a subscription to prevent future charges.

You will receive a refund of your most recent recurring billing charge if you cancel your subscription and request a refund within 30 days after being charged. This refund right is limited to one time, per Microsoft Account per subscription product. [How do I cancel my subscription?](#)

[Manage your subscription >](#)

### Subscription Information

**Subscription:** Microsoft 365 Family

**Order Number:** 6425af9a-e7e5-4174-8926-02e454ecf62b

**Plan Price:** USD 99.99 plus applicable taxes/1 year

**Renewal Date:** September 7, 2023

Dates are displayed per Coordinated Universal Time. Order date may vary based on your location.

[Privacy Statement](#)

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052



## Agenda Background

**Meeting Date:**

**Agenda Title:**

**Agenda Item:**

**Presented by:**

**Type of Item:**

**Type of Action Required:**

Vendor	Ice Pigging	SFE
Base Project	\$57,503.00	
Sanitary Sewer Force Main Pigging		
Project Review		\$ 4,475.00
Base project 2-Days onsite		\$39,850.00
Subtotal		\$44,325.00
Options		
Inline Pipeline Assessment		\$18,750.00
IPA + SmartFoam/mapping		\$34,975.00



## ICE PIGGING

AMERICAN PIPELINE SOLUTIONS

84 Johnson Avenue, Suite A  
Hackensack, New Jersey 07601-4824  
201-525-0088

[www.americanpipelinesolutions.com](http://www.americanpipelinesolutions.com)

August 30, 2022

Mr. Steven Pearl,  
GHD,  
PO Box 2715  
Mickinleyville, CA. 95519.

### **Re: Ice Pigging – Glendale Sewer Force Main**

Our Ref: APS-IP-101

Dear, Pearl,

Thank you for the opportunity to provide you with pricing for performing ice pigging to remove sedimentation from the **Glendale Sewer Force Main**.

The purpose of this letter is to provide you with a budgetary price to complete the work.

The budgetary pricing is based upon the information that you provided to American Pipeline Solutions, Inc. (APS).

The sewer force main is approximately: - **18,000 LF x 6-inch DIP & PVC**

The primary goal of this project is to remove the inorganic buildup and sedimentation that has been deposited within the pipeline.

Based on the data provided, APS estimates this project will take **Three full loads** (10-ton capacity) of ice to complete the cleaning of this network.

APS's budget estimate for the above referenced project is;

**\$57,503 and is subject (but not limited) to the following conditions:**

1. Final pricing will be revised after review of PO or Service contract and local prevailing wage.

2. Project must be scheduled to start in conjunction with other similar APS projects in the region, which, at the time of writing, is unknown.
3. A pre-construction site meeting or conference call would be desirable to confirm a scope of work and location of ice insertion ports.
4. APS shall produce approximately 2,700 gallons of ice slurry for delivery to the sewer force main each day of work to clean sediments, loose deposits, and biofilms from the main covered under this proposal.
5. Ice pigging procedures are listed in **Addendum A**.
6. This price is based on completing one full pass of the entire pipe according to the proposed run schedule in **Addendum B**
7. Owner agrees that there is considerable expense to produce 2,700 gallons of ice slurry and that the ice slurry cannot be held for more than 12 hours before it becomes unusable. If on a scheduled workday, the Owner cannot isolate the sewer main or does not have the needed personnel, APS shall charge the Owner the Full Daily Rate of \$15,000 per day.
8. APS shall not charge Owner the above-mentioned Daily Rate, if APS cannot perform the complete day's work due to those factors under APS control, i.e., the ice is not in suitable condition, APS cannot provide the necessary labor, equipment failure, etc.
9. Once delivered to the job site, ownership of the ice slurry is transferred to Owner. All ice delivered to and removed from the sewer main, along with the wastes generated from the resulting process shall be the sole property of the Owner. The Owner shall dictate the specific disposal procedures to be employed during the process.
10. Owner agrees to provide the following:
  - a. All potable water necessary to create the ice slurry,
  - b. Secure location to stage the equipment required for ice production,
  - c. Network operators to isolate and re-start lift pumps during the project,
  - d. MOT (Maintenance of Traffic) procedures in accordance with the requirements written in The Manual of Uniform Traffic Devices, or similar local procedures,
  - e. A tanker truck to haul the wastes where it is not desirable to allow the wastes to enter into another system or treatment works,
  - f. Monitor and control the wet well levels to such an extent as to provide sufficient fluids to allow the lift pumps to be in constant operation until the ice slurry has passed the full length of the pipe being cleaned,
  - g. A complete isolation of the main on each day of operation,



- h. Suitable ice insertion fittings of 2" or greater with valve control installed at the locations to be determined following a pre-construction site inspection.

11. APS does not make any guarantees that the system pumping performance shall be improved to such an extent of design capacity.

In order to reserve the ice-making apparatus, APS requires a signed contract or purchase order, a minimum of three months prior to project start.

Please contact me with any concerns you may have, I'll be happy to discuss the project in more detail with you.

Yours sincerely,



**Paul Treloar**

**Regional Head of Business Development**

**American Pipeline Solutions**

**Office: 201.525.0088**

**Cell: 321-417-1162**

**GENERAL TERMS AND CONDITIONS FOR  
American Pipeline Solutions, INC. Contracts**

1. Price and Payments:

- A.) Price does not include sales or local taxes where applicable. Tax liability, if applicable, shall be solely the responsibility of the purchaser. If account is tax exempt, a current and valid tax-exempt certificate is required. Note: Price is based on Fuel costs at time of writing and is subject to change based on prices at time of project.
- B.) Final pricing can only come after review of an issued PO or Service contract
- C.) Terms are Net 30 days from completion of services.
- D.) Past due amounts over 30 days are subject to a monthly finance charge of a maximum of 1-1 ½% or annual pct rate of 18 ½%
- E.) This quote is provided based on APS's present insurance coverage. If additional insurance is required, then the cost to obtain increased coverage will be added to this quote.
- F.) All stated prices and terms will remain in effect 90 days from date of this proposal;
- G.) No funds shall be withheld as retainage as American Pipeline Solutions, Inc. is performing a service only project;
- H.) In the event there is a requirement to be a member of any third-party compliance group or consortium other than those APS already is a member, in order to work with and for your company; the cost of said registration and/or any other fees associated with same will be added to this proposal.

- 2. APS will not be responsible for any charges, claims, or demands due to any alleged neglect or default on our part unless written notice thereof shall have been delivered to us within ten (10) days after the alleged occurrence or said neglect or default. We shall not be responsible for any charges for work performed, or materials furnished, unless ordered in writing and receipt thereof acknowledged by our authorized representative.

Any and all prequalification, vendor set up, safety, compliance, contract, and/or insurance matters

are to be addressed directly to our Compliance office to the attention of;

Nancy Cheval at [nancy@americapipe.com](mailto:nancy@americapipe.com)

Direct line telephone: 201-525-0557



## Addendum A -

Responsibility		Ice Making Procedure
Owner	1.	The ice delivery unit and ice making unit shall be staged in a suitable level area, preferably a fenced area at a water treatment plant or other facility. The facility needs access to potable water, preferably a hydrant.
APS	2.	The hoses and fittings connecting the ice maker and delivery unit shall be disinfected and connected. This connection makes a closed loop system between the ice maker and delivery unit.
APS	3.	Approximately 2,700 gallons of potable water shall be added to the delivery tank, along with approximately 1100lbs of NSF-60 Certified Sodium Chloride.
APS	5.	The PLC controlling the ice making process shall be started and allowed to run overnight. APS shall monitor the procedure overnight via periodic visits or remote monitoring.
APS	6.	After completion of the ice making process, a small amount of ice shall be tested to determine the ice fraction. If the ice fraction is below the project's requirement, the ice making process shall continue.
APS	7.	Once the ice fraction is in accordance with the project's requirement, then the ice maker shall be shut off and disconnected. The ice contained in the delivery unit shall be delivered to the job site.

Responsibility		On-Site Delivery Actions
Owner	1.	<b>Owner</b> shall setup and maintain MOT (Maintenance of Traffic) procedures in accordance with the requirements written in The Manual of Uniform Traffic Devices, or similar local procedures.
APS	2.	The ice pigging delivery unit shall be parked near the appropriate insertion point. <ul style="list-style-type: none"> <li>• Hoses shall be setup from the delivery unit to the insertion point.</li> <li>• The hoses shall be connected to the insertion point by operators provided by the Owner.</li> </ul>
Owner	3.	The lift pumps shall be isolated.
APS	4.	The entrance insertion point valve shall be opened and the ice slurry pumped into the water main.
APS	5.	Once the proper amount of ice slurry has been delivered, the insertion point valve shall be closed.
Owner	6.	IMMEDIATELY, the lift pumps shall be operated to supply the needed pressure to push the ice pig through the main.
APS	7.	The force main shall be considered as returned to full service.

**Addendum B**

**Ice Pigging Schedule - Glendale Force Main**



<b>Date</b>	<b>Run Ref. Name/#</b>	<b>Insertion Point</b>	<b>Discharge Point</b>	<b>Disposal Method</b>	<b>Length (FT)</b>	<b>Pipe Dia.(in)</b>	<b>Pipe Material</b>	<b>Ice Quantity (Gals)</b>
Day 1	Glendale -01	ARV @ STA 145+50	Gravity @STA 185+65	N/A	4,015	6	DIP/PVC	1,800
	Glendale -02	ARV @ STA 128+00	Gravity @STA 185+65	N/A	1,750	6	DIP/PVC	1,000
Day 2	Glendale -03	ARV @ STA 113+60	Gravity @STA 185+65	N/A	1,440	6	DIP/PVC	700
	Glendale -04	ARV @ STA 71+00	Gravity @STA 185+65	N/A	4,260	6	DIP/PVC	2,000
Day 3	Glendale -05	ARV @ STA 24+00	Gravity @STA 185+65	N/A	4,700	6	DIP/PVC	2,000
	Glendale -06	LS @ STA 0+00	Gravity @STA 185+65	N/A	2,400	6	DIP/PVC	700



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June 15, 2022

**Mr. Steven Pearl**  
**Staff Engineer | Water/Wastewater**  
**GHD**

Fieldbrook Glendale Community Services District  
 4584 Fieldbrook Road  
 Fieldbrook, CA 95519

**SUBJECT: SEWER FORCE MAIN PIGGING AND OPTIONAL INLINE INSPECTION**

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Dear Mr. Pearl:

With regards to the above-mentioned subject, SFE Global is pleased to provide you with this budget proposal for pipeline pigging with optional inline conditional/operational assessment services. We thank you for the opportunity and look forward to working together on this assignment. SFE Global has the experience, qualifications, and equipment to successfully complete the project as discussed. Please find below the general approach and associated fees.

**SFE GLOBAL – SCOPE OF WORK:**

**1. Project Review and Detailed Approach** – An SFE Global Sr. Project Manager will complete a detailed on-site and desktop assessment and will write a project specific pigging approach for the pipeline to be pigged and/or inspected. The technical approach will specifically address:

- ✓ A project specific technical plan for gauging, cleaning, and inspecting the pipeline.
- ✓ Project hazard/safety assessment and method of tracking/locating pipe pigs.



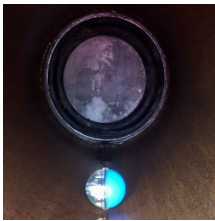
**2. Pipeline Pigging Services** - SFE Global will provide project management, labor, various pigs, and specific equipment/supplies related to launching and retrieving pipe pigs - to pipeline pig and inline inspect one (1) existing sewer force main consisting of:



- ✓ +/- 3.5 miles of 6" PVC and Ductile Iron Sewer Force Main

Based on information known to date, 2.0 – 5.0 cubic foot pound density pigs would be utilized to complete the gauging and cleaning.

**3. Inline Pipeline Assessment – Option 1** – SFE Global can perform an inline inspection of the pipeline utilizing Pipers/Recon+ technology.



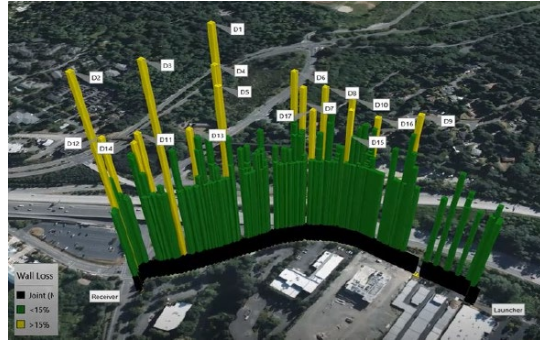
Base approach and fees will include a leak and air pocket assessment of the entire pipeline. Additional analysis can be completed for pressure loss profiling and magnetic features locating. (Fittings, bends)



**4. Inline Pipeline Assessment – Option 2** - SFE utilizes the i2i Pipelines SmartFoam pig for a smart assessment of scaling, cracking, pitting, corrosion, and deformation for all metallic pipelines. In addition, for both metallic and non-metallic (PVC, HDPE, etc.) the SmartFoam pig can assess pipe deformation; can map all pipe fittings, bends, and segments; and can produce XYZ coordinates for the pipe length. The smart pig is run in the same fashion as traditional cleaning pigs, therefore, no alterations to the launching and running process are required. The SmartFoam assessment pig is a multi-sensor inspection tool, with the electromagnetic sensor array embedded in the rear of the pig. The body acts as a pressure housing and contains the data acquisition system and rechargeable battery pack. Smart electromagnetic sensors, using a time varying electromagnetic field and typically emitted by a PCB transmitting coil, are embedded into

## SANITARY SEWER FORCE MAIN PIGGING AND INLINE INSPECTION SERVICES

the sensor cup and connected to an electronics and power package. Owing to electromagnetic induction, eddy currents will flow on the surface of the pipe wall and any anomaly within the target will alter flow of the eddy current. This produces a signal, which

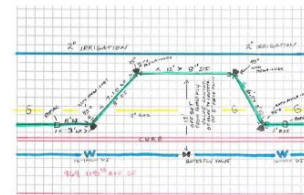
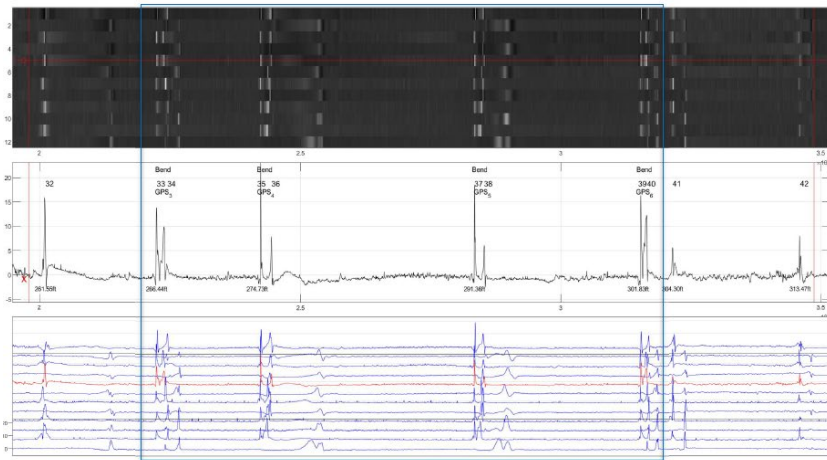


can be detected using an optimized PCB sensor configuration. By capturing, processing, and analyzing the signal, anomalies can be detected, positioned, and sized. The Team uses Pipeception, a proprietary signal recognition software that carries out the automatic and rapid analysis of data. During the inspection, run data will be stored on the SD card



within the pressure vessel. Communication with the onboard memory is through the rear bulkhead connector. Once the pig has been recovered from the pipeline, it is connected to a laptop and the Pipeception

software automatically recovers the data and carries out signal recognition, analysis, and comparison to previous runs if applicable. Analyzed data and a field report can be ready for an initial review within 24-hrs of tool recovery, depending on the length of pipeline inspected.

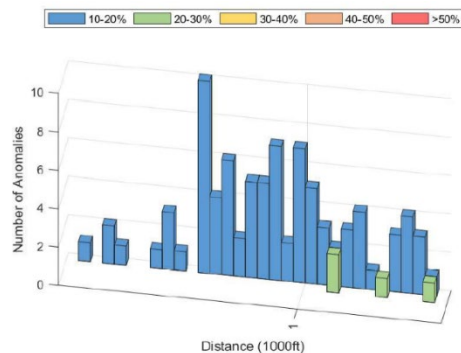




Reporting Peak Amplitude - Peak Amplitude reporting is a rapid, software driven data analysis method, developed to identify the highest signal amplitude in each pipe joint between two segments. Peak Amplitude reporting gives a very quick indication on the location and severity of the largest signals collected from the i2i tool that can then be sized to give a depth reading in mm. The graph quickly identifies any pattern of anomalies,

the severity and their location that is then followed up with engineering analysis. We use the Peak Amplitude strategy to select and size the potentially most severe anomalies along the pipeline.

Peak Area Reporting - is a rapid software driven data analysis method developed to identify the joints in a pipeline that have the greatest internal metal loss by area. This method is different from Peak Amplitude because the joints may have anomalies that have the greatest surface area but may not necessarily be the deepest through wall anomaly. Peak Area identification and analysis work alongside Peak Amplitude calculations to provide a quick and valuable overview of pipeline integrity. The software identifies the number of data points that have broken set detection thresholds in every joint and plots them as a % of the total area. Joints that have the greatest % have the potential greatest internal metal loss.



Benefits of the Smartfoam pig runs are:

- ✓ Assess for corrosion, cracks, scaling and the remaining usable life of your pipelines.
- ✓ XYZ isometric mapping – map where the pipelines are on all axis.
- ✓ Know your hotspots – detailed dig sheets for any critical anomalies



***OTHERS TO SUPPLY:***

1. A project representative familiar with the system to be pigged/inspected should be available on site during the assignment.
2. Operation of client owned pump stations as required to accommodate the pigging and inline inspection process. Note that most times the lift station can be left in service during the pigging and/or inspection operations. Client should be prepared to operate pumps manually at times to assist with pig runs.
3. Provide suitable access to the force main in order to introduce pipe pigs to the system. It is currently expected that SFE would have line-size flanged access to the force main at or near the pump station. If not existing, SFE can assist with design of appropriate pipe modifications to be completed.
4. Water fees – Any costs associated with water use or setting up and managing supplement flow for pigging purposes. SFE would work up an appropriate method of delivery during the written approach/plan phase.
5. Disposal fees – any costs associated with pig or debris disposal. SFE will bag used pigs in industrial garbage bags for disposal at an appropriate facility.
6. Vacuum truck(s), if necessary, located at the discharge manhole to remove any significant debris that is pigged from the system.

***SCHEDULE***

SFE Global is flexible on the start date for this assignment. Currently we require 8+ weeks of notice to accommodate planning and mobilization. Our schedule will consider the needs of our client and can be adjusted, as necessary.

**SFE GLOBAL FEES**

Type of Work	Details	Fees
<b>1. On-site and Desktop Project Review</b> <ul style="list-style-type: none"> <li>Detailed written pigging plan,</li> <li>Pig tracking and safety plans.</li> </ul>	<ul style="list-style-type: none"> <li>Per the aforementioned Scope of Work....</li> </ul>	\$4,475.00
<b>2. Mobilization, Travel, Setup of Launch and Receive Equipment, and Progressive Pipeline Pigging, Demobilization, and Final Report</b>	<ul style="list-style-type: none"> <li>Per the description above.....</li> <li>Note – includes up to 2-days of on-site pigging activities. If additional cleaning days are required, they can be completed at a rate of \$8,925/day.</li> </ul>	\$39,850.00

*\*Taxes are extra if applicable. SFE will update this budget proposal if it's determined the work is taxable.*

**OPTIONAL INLINE ASSESSMENTS**

Type of Work	Details	Fees
<b>1. Inline Pipeline Assessment</b> <i>Option 1 - Pipers/Recon+ Ball (leaks, air pockets, pressure profile)</i>	<ul style="list-style-type: none"> <li>Budget estimate if run while on site completing the pigging.....</li> </ul>	\$18,750.00
<b>2. Inline Pipeline Assessment</b> <i>Option 2 - i2i SmartFoam (cracking, pitting, pipe wall condition, debris assessment, xyz mapping)</i>	<ul style="list-style-type: none"> <li>Budget estimate if run while on site completing the pigging.....</li> </ul>	\$34,975.00

We at SFE Global are excited and looking forward to working with you on this project. If you have any questions or require any further information, please do not hesitate to contact me directly.

Sincerely,  
**SFE Global**

Mike Lemmen, Director  
[mike.lemmen@sfeqlobal.com](mailto:mike.lemmen@sfeqlobal.com)  
 360.220.7224  
 SFE File#: U22-133P1ML

**Terms & Conditions:**

- All invoices require payment within thirty (30) days.
- Delays or disruptions through no fault of SFE and causing project interruption may result in an additional crew and equipment rate of \$875/hour to complete the work. Further to this, if such delays push the schedule such that additional days are required to complete the work, live-out allowance and hotel fees may also be invoiced if applicable.
- Inspection Pig Design and Build – With regards to the optional SmartFoam inline assessment, 50% of the i2i inspection fees are due 8-weeks prior to the inspection date and are non-refundable. This fee is for design and construction of the custom smart pig. SFE/i2i will issue the pig design to the end user for review prior to the fee being due.
- All reports will be submitted to our client in a digital format (.pdf)
- The Client agrees to indemnify, hold harmless and defend SFE Global, its officers, commissioners, agents, volunteers, directors and employees from and against all claims and actions, and all expenses incidental to the investigation and defense thereof (including but not limited to attorney fees, court fees, etc.) arising out of, or based upon damage or injuries to persons and property caused by the errors, omissions, fault or negligence of the Client, their employees and/or agents.
- SFE will not be responsible for any damage, liability, disruptions or delays and their related cost resulting from errors of the client, whether known or unknown. These errors include but are not limited to incorrect design or as-built drawings, available flow rates or pressures, material to be removed from the pipeline, flow restricting valves or fitting types, or any other factors that would impede the passage of the pipe swab/pig.
- SFE Global shall not be liable for unknown appurtenances or other factors that could not be reasonably assessed prior to the commencement of the services. SFE shall be made aware by the Client of all known existing appurtenances that may limit the ability to complete the work. If an unknown appurtenance does hinder progress of the work, the Client shall be responsible for identifying and correcting the unknown appurtenance.
- In no event will SFE Global or its sub-contractors be responsible or liable for any failure or delay in the performance of its obligations arising out of, or caused by, directly or indirectly, forces beyond its control, including, without limitation, strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions through loss or malfunctions of utilities or communications systems.