

**FIELDBROOK GLENDALE
COMMUNITY SERVICES DISTRICT**

**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 23, 2021

Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

A. Roll Call

President Roy Sheppard called the meeting to order at 7:31PM. Board members present Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Vice-President Starr Kilian was absent. District Engineer Rebecca Crow was absent. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, and General Manager Richard Hanger were present.

B. Agenda Modification

No modifications.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver provided the wastewater report. The line along Fieldbrook Road was hydro flushed and a manhole was resealed. Attempts to address infiltration at two locations were unsuccessful due to a high-water table. These repairs will be rescheduled.

1.2 District Engineer Report

1.2.1 Muni Meeting report – *no meeting.*

1.2.2 Anker Tank Replacement project report - *no report.*

1.3 Fire Chief Report

1.3.1 Call/Incident report

Fire Chief Jack Sheppard provided the Fire report. The department responded to 4 calls for medical, 1 mutual aid, 1 vegetation fire, and 1 traffic accident. The department will receive 17 SCBA tanks from proceeds of Measure Z. The scope of work for electrical upgrade to install an SCBA compressor has been completed. Carol Rische is applying for a grant from Cal Fire for the purchase of small equipment related to wildland/vegetation fires. The grant has a 50% match requirement, the amount of which is less than \$3,000. Jack has followed up with the McKinleyville CSD regarding a joint agency emergency response team.

Tuesday, March 23, 2021

MINUTES

- 1.4 Safety Report – *the board approved a verbal request from wastewater to purchase a safety and traffic signage needed when performing maintenance within a roadway. Approximate cost of \$1,300.*
- 1.5 General Manager Report – *General Manager Richard Hanger reported two pending water applications for Anne Harvey (residential) and Royal Gold (industrial). Royal Gold has requested the Board expedite consideration of their request. A special meeting may be called to consider the request before the next regular meeting, pending completion of the staff report and related MOU.*
- 1.6 Director Reports – *None.*

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 23, 2021

Correspondence

3.1 Dean Wilson, will not serve APN# 512-221-037

Financial Reports

- 4.1 Interfund Transfers, \$78,375.69
- 4.2 Check/EFT Payments, (6403-6433), \$76,184.17
- 4.3 Payroll, \$3,562.89
- 4.4 General Journal Entries (494-495)
- 4.5 Reimbursement, General Manager, Zoom \$40.00.
- 4.6 Related Party Transaction, Central Avenue Service \$492.00.
- 4.7 Bad Debt, Acct# 16001, Water \$746.43, Sewer \$599.93.
- 4.8 Transfer/Warrant Request Fire Fund, \$25,000.

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

F. Business Items Action/Information

- 5.1 Resolution 2021-02 to amend Water Ordinance 91-1, adding Accessory Dwelling Units. Second reading. Action.

Following the second reading, Director Richard Grissom moved to Resolution 2021-02 as presented. Director Jason Garlick seconded the motion. The motion passed with Grissom, Miller, Garlick, and Sheppard voting aye, absent Kilian.

Tuesday, March 23, 2021

MINUTES

5.2 Resolution 2021-03 to amend Sewer Ordinance 90-01, adding Accessory Dwelling Units. First reading. Review and continue to April 27, 2021.

First reading no action was taken.

5.3 Establish policy committee and appoint members. Action.

Item tabled to the April 27th, 2021 regular meeting.

5.4 Letter supporting funding to monitor and cleanup the former McNamara & Peepe Lumber Mill site. Action.

General Manager Richard Hanger was directed to edit and issue a letter of support.

G. Public Hearings

6.1 None.

H. Future Agenda Items

7.1 Purchase of Command Truck. April.

7.2 Quarterly financial reports and budget adjustments. April.

7.3 Review and set interest rates for Fire/Sewer Loans, F/Y 2022. April.

I. Adjournment/Announcements

8.1 Next regular meeting, April 27, 2021.

Meeting adjourned at 8:12 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Janet Miller
Director*

Attachments

*CCCU fund transfer
Initialed disbursement register*