

**FLDDBROOK GLENDALE  
COMMUNITY SERVICES DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

March 26, 2019  
Fieldbrook Fire Hall, 7:30 PM  
MINUTES

**1. Roll Call**

*President Roy Sheppard called the meeting to order at 7:30 PM. Board members present were, Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick and Director Janet Miller. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, District Engineers Rebecca Crow and Alex Crowe, and General Manager Richard Hanger were present. Community member "Pepe" Johnson was present.*

**2. Agenda Modifications None.**

**3. Public Comments**

Individuals wishing to speak on matters not listed on the agenda are asked to clearly state their name and address. No action will be taken on items not listed on the Agenda.

*Community member "Pepe" Johnson lodged a verbal complaint regarding the change in wastewater rates. Information regarding the process and data collected were shared. No action was taken.*

**4. Reports**

**4.1 Wastewater Report**

4.1.1 – Monthly report – *Sewer Technician Grant Weaver provided the attached written report. Highlights included; meeting with Quam, video of pipeline, tour of Royal Gold, major I&I repair, and repair of leaking pipe seams.*

**4.2 Safety Report – receive and filed.**

**4.3 Fire Chief Report**

4.3.1 – Call/incident report. – *Fire Chief Jack Sheppard reported the annual volunteer dinner was a great success. Volunteer of the year was awarded to Esther Kilian. A total of five calls, three for mutual aid and two medical calls. There are currently eighteen active volunteers. Brief discussion of possible NEST or CERT community meetings being organized.*

**4.4 District Engineer Report –**

4.4.1 – Muni meeting report (cancelled)

4.4.2 – Status of Will-Serve requests.

*District Engineers Rebecca Crow and Alex Crowe discussed the status of the will-serve requests in the Glendale Area. The first draft is nearing completion and will be issued early next week. Rebeca discussed the LHMP progress and reported that she is beginning phase three which will require some additional hazard assessments and resources.*

**4.5 General Manager Report**

4.5.1 – None.

**4.6 Reports by members of the Board.**

4.6.1 – *Director Richard Grissom shared his home owners insurance has increased significantly. It seems this is related to living in a wooded area and the wildfires experienced last-year in California.*

**5. Consent Agenda**

The Board will approve all of the following items by a single vote unless any member of the Board or the public asks that an item be removed and considered separately.

**5.1 Approval of minutes**

5.1.1 Regular Board Meeting, February 26, 2019.

**5.2 Correspondence/Information Items**

5.2.1 – Hazard Mitigation Grant revised match commitment letter

5.2.2 – SDRMA: 2019-20 Property/Liability program Rate Information

**5.3 Approval to pay bills, issue payroll, county warrants, and bank transfers.**

5.3.1 Interfund Transfers \$62,101.09

5.3.2 Checks (5738-5768) \$61,016.48

5.3.3 Payroll \$3,208.24

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5.3.4 General Journal Entries 393 & 394

5.3.5 Bad Debt, Acct#420.02 - \$562.652, Acct#990.02 - \$446.00

*Director Richard Grissom moved to approve the consent agenda as presented. Director Jason Garlick seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.*

**6. Action/Discussion Items**

6.1 – Wastewater service agreement, City of Arcata. Tabled from January 22<sup>nd</sup>. Discussion/Action.  
*Item 6.1 tabled to April 23, 2019, by order of the chair.*

6.2 – Brown Act Review. Discussion.

*Director Richard Grissom provided an overview of the Ralph M. Brown Act.*

**7. Future Agenda Items**

7.1 – Quarterly financial reports and budget adjustments. April

7.2 – Water loan to fire – annual interest review. April

7.3 – Resolution to loan funds to Wastewater from the Water fund. April

**8. Executive Session/Closed Session**

The Board may choose to consider items of an urgent nature that have arisen after this agenda was posted. The Board may also choose to adjourn to closed session to discuss legal or personnel matters.

**9. Adjournment/Announcements**

9.1 - Next regular meeting April 23, 2019.

*Meeting adjourned at 8:44 PM.*

*Respectfully submitted,*

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*Richard Hanger  
Secretary to the Board*

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*Janet Miller  
Director*

Attachments

*CCCU fund transfer*

*Initialed disbursement register*