

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

## REGULAR MEETING MINUTES

March 28, 2023

The meeting was called to order at 6:08 p.m. by President Unger after an invocation.

**Pledge of Allegiance:** Director Springer

### Roll Call

**Present:** President Unger  
Vice President Deel  
Director Matson  
Director Roberts  
Director Springer

**Also Present:** General Manager Howard, District Secretary Paulsen, Treasurer Beaty, Fire Chief Lanier, members of the public.

### 1. Approval of Agenda/

**Motion to approve:** Director Deel; Seconded by Director Roberts

**Vote:** Unanimous Aye. Motion passed.

### 2. Approval of Minutes

#### (A) Minutes of Regular Meeting 2-28-23

Director Deel: Correction, General Manager and Fire Chief put together a budget; take out “y” from President signature line.

**Motion to pass as corrected:** Director Unger; Second: Director Springer.

**Vote:** Unanimous Aye. Motion passed.

#### (B) Minutes of Special Meeting 3-2-23

Director Deel: Use full name of Rose Love Electric. Add president’s signature.

**Motion to Approve as Corrected:** Director Deel; Second: Director Roberts. **Vote:** Unanimous Aye. Motion passed.

### 3. Public Comments

#### A. General Public

Rose Beardshear of the Chamber of Commerce is working on a transformative community grant specifically for disadvantaged rural communities that could be worth \$5 million. The CSD Board and General Manager were sent the fact sheet. The County has offered their Planners’ help. Everything is due in August. Also, the Swap Meet is this Saturday.

Ted Stimpfel commented about the General Manager also working with the Daggett CSD.

Ronnie Shaw suggested that the proper way to address issues with the Board or a District Employee, is to write a letter to the Board and they will handle it.

**B. Community Reports**

- (1) County Supervisor – not present.
- (2) Sheriff Capt. Markegard gave his report (attached).
- (3) CHP – not present.

**4. Reports**

**A. General Manager.**

The GM is working with the auditor on FY 2022-23 now.

The Fire Department electrical permit needed an address, which is now done.

The schedule of work will be redone.

Rose Love Electric work on Park is now done.

The Post Office sent back the two checks for the Park grant since at the time there was no address. The GM is having the checks sent back here but will pay the smaller one out of the budget before the check arrives, then be reimbursed when it comes.

The GM is getting a system that will accept credit cards at the office, making payments easier for customers and at no pay for us.

No electricians responded to the RFP for the scoreboard. Director Matson suggested that contractors who did other similar jobs be contacted.

The GM met with the Chamber of Commerce about the July 3<sup>rd</sup> festivities and divided up the responsibilities. The CSD will handle the fireworks and porta-potties.

The GM signed all the Directors up for classes needed before April 1.

**B. Fire Department.**

Brush Patrol #392 is repaired!

Training is now on the first Saturday of the month, allowing for more hours for everyone, especially the new Explorers. Chief Lanier is concentrating on CPR training so all are proficient.

Grants: Eight have been successfully completed out of 12. The equipment is expensive, around \$10 K for each pack.

**C. Financial Reports.** In answer to a question, Quick Books doesn't allow a separation of scoreboard funds, but in Actual Expenses the total is there.

**D. Air Quality Monitor.** All monitors are working now.

**5. Agenda Items- Discussion/Possible Action**

**A. Status of Required Directors' Ethics Training as Required by California Law AB-1234**

Discussion: Directors will get this done.

**B. Status of Required Directors' Sexual Harassment Training as Required by California Laws AB-1825 and AB-1661**

Discussion: This also applies to employees. The GM will check to see who has or has not met this requirement.

**C. Approve Resolution 78-2023**

The General Manager explained that there was a name change so it needed to be re-approved. It's the same company we have been with since 1993.

**Motion:** Director Roberts; Second Director Springer.

**D. NCS D Priority List for FY 2023-24**

No comments from the Board have been received since the last meeting. Director Deel suggested that all 1's be dealt with at the Budget Meeting on Thursday.

Director Matson asked that the fire bay in the CSD building be cleared out so that the scoreboard and other athletic equipment could be stored there.

The General Manager will work on that with the Fire Chief.

*Comments from the audience:* Gaye Burch wants the kitchen repair moved up the list. Rose Beardshear said that the grant (see prior public comments) could help with several of the priorities.

**E. Newberry CSD and Chamber of Commerce Collaboration for July 3<sup>rd</sup>.**

It was decided that the two organizations would split the vendor fees with the CSD doing fireworks and portapotties. The next meeting is April 7 at 10:30 after the Swap Meet. Director Roberts asked if there would be a parade, and so far there is not; it needs a person to do it. The Chamber is doing a flyer, marketing, banners, two bands and perhaps a dunk tank. The Directors would like to keep this on the agenda and have updates.

**F. Review/Amend Policy 2020 Vacation**

The item is tabled until Thursday's Budget Meeting.

**G. Review/Amend Policy 2025 Sick Leave**

Sick Leave is mandated by law. The General Manager will contact Stewar

**BREAK FROM 7:43 TO 8:00 P.M., THEN CLOSED SESSION FROM 8:00 TO 9:50 P.M.**

**H. CLOSED SESSION GOV. SEC. CODE 54954.5(e)**

**Public Employee Performance Evaluation – General Manager**

**6. Approve Bills Paid and Presented.**

There was no report or action on this item. Director Springer rescinded his Motion and Director Roberts rescinded her Second.

**7. Old and New Business.**

*Old:* Director Deel: A policy is needed on Park and Grounds work. Fees should be variable according to what is being used, i.e. ballpark, building, or grounds. Fees should be fair. Director Matson agreed to work on this and will make suggestions before the Pistachio Festival for the Board's approval.

*New:* Put the Parks Grant on the next agenda. The Post Office sent the check(s) back because they didn't know our address. 90% will be coming back for payment to the equipment provider; 10% will be paid after it is inspected. We will pay the 10% now and get reimbursed by the check when it comes.

**8. Directors Comments**

Director Deel attended a webinar that was good. Barstow is enthusiastic about the National Gateway project by BNSF. It was suggested we have a local meeting and ask Jeanette Hayhurst to facilitate it. Recently, a train going 100 mph got detached. There will be a general public meeting on August 28. Reminder about the Meet and Greet for Principal VanLeeuwen on Thursday, 7-8:30 p.m. The school is doing some great things.

**9. Adjournment**

**Motion:** Director Springer; Second, Director Roberts.

**Vote:** Unanimous Aye.

The meeting was adjourned at 10:13 p,m,

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District Secretary

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Board President