

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

REGULAR MEETING MINUTES

October 26, 2021

Call the meeting to order- 6:30 p.m.

Pledge of Allegiance

President Springer asked all present to recite the Pledge of Allegiance.

Roll Call.

Present:

President Springer
Director Deel
Director Roberts.
Director Paulsen
Director Unger- excused himself form meeting at 8:21 p.m.

Absent:

Also Present: General Manager Jodi Howard, Fire Chief Daphne Lanier and members of the public.

1. Approval of Agenda

Motion Director Deel to approve agenda as presented. Seconded Director Paulsen.

Vote: **Unanimous**

Motion Passed

2. Public Comments:

a. General Public- Ted Stimpfel- want more descriptive minutes.

b. Community Reports

Board of Supervisor Cooks Representative-

*Kimberly Mesen provided information on rent relief- attached on the newberrycsd.net website.

*She let our Board know if they wanted to have zoom meetings they must pass a Resolution to do so according to the Brown Act.

Sheriff Report- Report attached on the newberrycsd.net website

3. Reports

a. General Manager- Desert Garden trees have been trimmed.

* Starting our annual audit with Whitford.

*Reported to the Watermaster for the year.

b. **Staff-** Fire Dept. Report attached newberrycsd.net website.

c. **Air Quality Monitoring Report**

d. **Civic Hub- Available Properties Report-** The Armstrong property is available.

4. Agenda Items- Discussion/Possible Action

a. **Approve Resolution No: 77-2021 the Department of Forestry and Fire for Services From 2021 to 2024.**

Motion Director Paulsen to approve as stated. Seconded Director Roberts.

Vote: **Unanimous**

Motion Passed

b. **Approve First Amended and Restated Agreement between Silver Valley Unified School District and Newberry Community Services District.**

Motion Director Paulsen to approve as stated. Seconded Director Deel.

Vote: **Unanimous**

Motion Passed

c. **Discuss and Decide the Appropriate Salary Increase for the General Manager**

Motion Director Springer to give temporary salary increase of \$400.00 a Month through end of January. Seconded Director Roberts

Vote: **Unanimous**

Motion Passed

d. **Discuss Regular Meeting Date Changes for November and December Due to Holidays.**

Motion Director Paulsen to have Regular meeting on November 16, 2021 And Cancel December 2021 meeting. Seconded Director Roberts

Vote: **Yes-** Director Unger, Paulsen, Springer and Roberts

No- Deel

Motion Passed

e. Ballfield Upgrade Proposals.

Motion Director Roberts to approve ballfield upgrade proposal for \$68,000.00 from C&M Fencing with cancellation of the \$4,200.00 for removal of old fencing. Seconded Director Paulsen.

Vote: **Yes**-Director Springer, Paulsen, Deel and Roberts

Not Present- Director Unger

Motion Passed

f. CD-Options

Motion Director Paulsen to place CD into higher interest savings account. Seconded Director Roberts.

Vote: **Yes**- Director Springer, Paulsen, Deel and Roberts.

Not Present- Director Unger

Motion Passed

g. Update CSD Park/Fire Water Delivery Project.

General Manager and Eagle Well Drilling working on permits with the County Of S.B.

h. Approval of Minutes for August 24, 2021

Motion Director Deel to accept August 24, 2021 minutes as presented.

Seconded Director Paulsen.

Vote: **Yes**- Director Springer, Paulsen, Deel and Roberts.

Not Present- Director Unger

Motion Passed

i.. Approve Bills Paid and Presented for August and September

Motion Director Deel to approve bills paid

Seconded Director Roberts.

Vote: **Yes**- Director Roberts, Paulsen, Deel and Springer

Not Present- Director Unger.

Motion Passed

5. Old and New Business-

Fire Department Reports- add to Agenda

6. Directors Comments (1 min)

Director Deel- November 6- Pistachio Festival/Art show
Pumpkin patch went well

Director Roberts- working on Nov. Newsletter..

7. Adjournment 9:21 p.m.

Board Secretary

Board President

Newberry Community Services District

Profit and Loss Detail
October 26 - November 12, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
5000.0 Income							
5002.0 Income-Rental Income							
5002.1 Income-Rent Income, Space Rent							
11/10/2021	Deposit			cc rental	120 Checking Account	50.00	50.00
Total for 5002.1 Income-Rent Income, Space Rent						\$50.00	
Total for 5002.0 Income-Rental Income						\$50.00	
5003.0 Income-Fire Department							
5003.1 Income-FD, Burn Permits							
11/10/2021	Deposit			bp exp 11/3/22	120 Checking Account	20.00	20.00
11/10/2021	Deposit			bp exp 10/13/22	120 Checking Account	20.00	40.00
11/10/2021	Deposit			bp exp 10/23/22	120 Checking Account	20.00	60.00
11/10/2021	Deposit			bp exp 6/30/22	120 Checking Account	20.00	80.00
11/10/2021	Deposit			bp exp 7/8/22	120 Checking Account	20.00	100.00
11/10/2021	Deposit			bp exp 7/8/22	120 Checking Account	20.00	120.00
11/10/2021	Deposit			bp exp 9/8/21	120 Checking Account	4.00	124.00
11/10/2021	Deposit			bp exp 8/9/21	120 Checking Account	2.00	126.00
11/10/2021	Deposit			bp exp 7/14/22	120 Checking Account	20.00	146.00
11/10/2021	Deposit			bp exp 7/16/22	120 Checking Account	20.00	166.00
11/10/2021	Deposit			bp exp 7/28/22	120 Checking Account	20.00	186.00
11/10/2021	Deposit	1951		bp exp 7/30/22	120 Checking Account	20.00	206.00
11/10/2021	Deposit			bp exp 8/30/21	120 Checking Account	2.00	208.00
11/10/2021	Deposit	136		bp exp 8/20/22	120 Checking Account	20.00	228.00
11/10/2021	Deposit			bp exp 9/26/21	120 Checking Account	2.00	230.00
11/10/2021	Deposit			bp exp 3/30/22	120 Checking Account	12.00	242.00
11/10/2021	Deposit			bp exp 10/7/22	120 Checking Account	20.00	262.00
11/10/2021	Deposit			bp exp 11/3/22	120 Checking Account	20.00	282.00
11/10/2021	Deposit	1230		bp exp 9/9/22	120 Checking Account	20.00	302.00
11/10/2021	Deposit			bp exp 9/30/22	120 Checking Account	20.00	322.00
11/10/2021	Deposit			bp exp 10/15/22	120 Checking Account	20.00	342.00
11/10/2021	Deposit			bp exp 11/10/22	120 Checking Account	20.00	362.00
11/10/2021	Deposit			bp exp 11/5/22	120 Checking Account	20.00	382.00
11/10/2021	Deposit			bp exp 11/5/22	120 Checking Account	20.00	402.00
11/10/2021	Deposit			bp exp 11/3/22	120 Checking Account	20.00	422.00
Total for 5003.1 Income-FD, Burn Permits						\$422.00	
5003.4 Income-FD Donations							
11/10/2021	Deposit	1359992762		charitable donation	120 Checking Account	5.00	5.00
Total for 5003.4 Income-FD Donations						\$5.00	
Total for 5003.0 Income-Fire Department						\$427.00	
5004.0 Income-Other Income							
5004.2 Income-Other Inc, Pur Card Reb							
11/10/2021	Deposit	6922460		NASPO contract pmt	120 Checking Account	164.63	164.63
Total for 5004.2 Income-Other Inc, Pur Card Reb						\$164.63	
Total for 5004.0 Income-Other Income						\$641.63	
Total for 5000.0 Income						\$641.63	
Total for Income							
Expenses							
1000.0 Administrative-Subtotal							
1005.0 Directors Stipend							
11/11/2021	Check		Jack Unger	Nov stipends	120 Checking Account	50.00	50.00
11/11/2021	Check		Vickie Paulsen	Nov Stipends	120 Checking Account	50.00	100.00
11/11/2021	Check		Margie Roberts	Nov stipends	120 Checking Account	50.00	150.00
11/11/2021	Check		Paula Deel	Nov stipends	120 Checking Account	50.00	200.00
11/11/2021	Check		Robert Springer	Nov stipends	120 Checking Account	50.00	250.00
Total for 1005.0 Directors Stipend						\$250.00	
1010.0 Office Expenses							
1010.1 Office Supplies							
11/11/2021	Check		Jodi L Howard	office keys	120 Checking Account	8.70	8.70
Total for 1010.1 Office Supplies						\$8.70	
1010.2 Office Equipment-Maint/Repair							
11/11/2021	Check		Advance Copy Systems	copy maint Inv #IN30935	120 Checking Account	36.84	36.84
Total for 1010.2 Office Equipment-Maint/Repair						\$36.84	
1010.6 Subscriptions/Memberships, Adm							
11/11/2021	Check		Stewarts Business and Tax Service	QB sub & payroll services Nov	120 Checking Account	170.00	170.00
11/11/2021	Check		Streamline	subscription Nov	120 Checking Account	50.00	220.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 1010.6 Subscriptions/Memberships, Adm						\$220.00	
1010.7 Annex Internet							
11/11/2021	Check		Frontier Communications	CSD Internet	120 Checking Account	108.79	108.79
Total for 1010.7 Annex Internet						\$108.79	
Total for 1010.0 Office Expenses						\$374.33	
Total for 1000.0 Administrative-Subtotal						\$624.33	
2000.0 Parks and Recreation - Subtotal							
2001.0 Community Events							
2001.2 Community Event-Expenses							
11/10/2021	Deposit			charitable donation	120 Checking Account	-50.00	-50.00
11/10/2021	Deposit	27713		charitable donation	120 Checking Account	-2,000.00	-2,050.00
Total for 2001.2 Community Event-Expenses						\$ -2,050.00	
Total for 2001.0 Community Events						\$ -2,050.00	
2002.0 Community Center Expenses							
2002.4 CC-Contract Labor/Cleaning							
11/11/2021	Check		Daphne Lanier	cleaning Nov	120 Checking Account	300.00	300.00
Total for 2002.4 CC-Contract Labor/Cleaning						\$300.00	
2002.7 Pest Control							
11/11/2021	Check		Clark Pest Control	pest control Oct/Nov	120 Checking Account	104.00	104.00
Total for 2002.7 Pest Control						\$104.00	
Total for 2002.0 Community Center Expenses						\$404.00	
2003.0 Ground Expenses							
2003.2 Grounds-Disposal Services							
11/11/2021	Check		Desert Disposal	CSD waste disposal Nov	120 Checking Account	166.36	166.36
Total for 2003.2 Grounds-Disposal Services						\$166.36	
2003.7 Grounds-Capital Improvement							
11/05/2021	Check	18539	C&M Fence Co.	fencing upgrades ball field	120 Checking Account	34,000.00	34,000.00
Total for 2003.7 Grounds-Capital Improvement						\$34,000.00	
2003.8 Grounds-Electric							
11/11/2021	Check		SCE	park lights Oct	120 Checking Account	245.43	245.43
Total for 2003.8 Grounds-Electric						\$245.43	
Total for 2003.0 Ground Expenses						\$34,411.79	
Total for 2000.0 Parks and Recreation - Subtotal						\$32,765.79	
3000.0 Municipal Services-Subtotal							
3001.0 Electric - Street Lights							
11/11/2021	Check		SCE	Acct #8004379950 Nov	120 Checking Account	623.42	623.42
Total for 3001.0 Electric - Street Lights						\$623.42	
Total for 3000.0 Municipal Services-Subtotal						\$623.42	
4000.0 Fire Department - Subtotal							
4003.0 FD-Equipment Expense							
4003.1 FD-Equip Exp, Fuel							
11/11/2021	Check		Silver Valley Unified School District	fuel charge Oct	120 Checking Account	377.59	377.59
Total for 4003.1 FD-Equip Exp, Fuel						\$377.59	
4003.2 FD-Vehicle Maint/Repair							
11/11/2021	Check		American Towing and Recovery	veh service, and replace alternator	120 Checking Account	934.89	934.89
Total for 4003.2 FD-Vehicle Maint/Repair						\$934.89	
Total for 4003.0 FD-Equipment Expense						\$1,312.48	
4006.0 FD-Station Expenses							
4006.1 FD-Station Exp, Internet							
11/11/2021	Check		Frontier Communications	FD phone	120 Checking Account	55.82	55.82
Total for 4006.1 FD-Station Exp, Internet						\$55.82	
4006.6 FD-Station Exp, Electric							
11/11/2021	Check		SCE	FD Oct	120 Checking Account	271.66	271.66
Total for 4006.6 FD-Station Exp, Electric						\$271.66	
4006.8 FD-Station Exp, Trash Service							
11/11/2021	Check		Desert Disposal	FD waste disposal Nov	120 Checking Account	46.38	46.38
Total for 4006.8 FD-Station Exp, Trash Service						\$46.38	
Total for 4006.0 FD-Station Expenses						\$373.86	
4007.0 FD-Firefighter Personnel Exp							
4007.5 FD-Personnel Exp, Call-out Stip							
11/11/2021	Check		DAPHNE LANIER (FD)	Oct stipends	120 Checking Account	90.00	90.00
11/11/2021	Check		CORY ROGERS	Oct stipends	120 Checking Account	40.00	130.00
11/11/2021	Check		Jay Potter	Oct stipends	120 Checking Account	30.00	160.00
11/11/2021	Check		Kevin M Brammer	Oct stipends	120 Checking Account	20.00	180.00
11/11/2021	Check		Mitch Ward	Oct stipends	120 Checking Account	10.00	190.00
11/11/2021	Check		Nathan Powell	oct stipends	120 Checking Account	40.00	230.00
11/11/2021	Check		Michael Silva	Oct stipends	120 Checking Account	20.00	250.00
11/11/2021	Check		Rylan Lanier	Oct stipends	120 Checking Account	130.00	380.00
11/11/2021	Check		David Wetterman	Oct stipends	120 Checking Account	30.00	410.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE	
						\$410.00		
	Total for 4007.5 FD-Personnel Exp, Call-out Stip							
	4007.6 FD-Perssonel Exp, Training Exp							
11/11/2021	Check		Rylan Lanier	replace ck #18483, online training for grants	120 Checking Account	376.20	376.20	
	Total for 4007.6 FD-Perssonel Exp, Training Exp						\$376.20	
	Total for 4007.0 FD-Firefighter Personnel Exp						\$786.20	
	Total for 4000.0 Fire Department - Subtotal						\$2,472.54	
	Total for Expenses						\$36,486.08	
	Net Income						\$ -35,844.45	