

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

A REGULAR MEETING OF THE BOARD OF DIRECTORS WILL BE HELD AT THE
NEWBERRY COMMUNITY CENTER

30884 NEWBERRY ROAD, NEWBERRY SPRINGS, CALIFORNIA ON

August 27, 2024, AT 6:00 P.M.

In compliance with the American with Disabilities Act and Government Code section 54954.2, if you need special assistance to participate in the District Meeting or other services offered by the District, please contact the District Office at (760) 257-3613. Normal office hours are Wednesday, Thursday and Friday from 12 p.m. until 4 p.m.

AGENDA

Call the meeting to order- - Pledge of Allegiance

Roll Call: Director Deel, Director Matson, Director Roberts, Director Springer, Director Unger

Approval of Agenda

1. Approval of Minutes

- A. Regular Board Meeting Draft Minutes of 7/23/2024
- B. Special Meeting Draft Minutes of 8/08/2024

2. **Public Comments:** *Anyone wishing to address any matter pertaining to District business listed on the agenda or not, may do so at this time. However, the Board of Directors may not take action on items that are not on the agenda. The public comment period may be limited to three (3) minutes per person. Any member may speak on any agenda item at the time the agenda item is discussed by the Board of Directors. (Comments will be included in the Supporting Documents if written Reports are submitted to the GM or Secretary by meeting time).*

- A. General Public
- B. Community Reports- County Supervisor Rowe-Steve Reyes, Field Representative
- C. Sheriff Captain Ron Markegard
- D. CHP Sargent Carmichael

3. **Reports** *(to be included in the Supporting Documents written Reports must be submitted to GM or Secretary)*

- A. General Manager – GM Vanek
- B. Fire Department - Chief Lanier

- C. Financial Reports – GM/Treasurer Vanek - *Balance Sheet, Budget vs Actuals*
- D. Air Quality Monitors - Director Unger
- E. Directors Comments (1 min.)

4. Agenda Items- Discussion/Possible Action

A. Rivers, Trails and Conservation Assistance Grant Program - Discussion/ Possible Action; Submitted by Rose Beardshear

To inform the Community on the progress of the Rivers, Trails and Conservation Assistance Grant.

B. Community Change Grants Technical Assistance Eligibility Decision Discussion/Possible Action; Submitted by Rose Beardshear. Application due in November.

Support the EPA Community Change Grant for the Newberry CSD Building and Park for Planning or Project Development Funds.

C. CSD Building Commercial Freezer Quotes - Discussion/Possible Action; Submitted by Director Matson.

We received an estimate from Rose Love Electric to install a new electric outlet to avoid any future shortages.

D. Abandoned Well - Discussion/Possible Action; Submitted by Director Matson.

Desert Empire Drilling provided an estimate proposal for the well destruction. We are still waiting on an estimate from Eagle Drilling. They are understaffed at the moment.

E. Department of Forestry and Fire Protection Agreement Discussion/Possible Action; Submitted by Fire Chief Lanier.

Agreement documents from the Dept. of Forestry and Fire Protection for review and signage by the CSD.

**F. Bounce House Risk Management - Discussion/Possible Action;
Submitted by Fire Chief Lanier.**

Risk Transfer, Permit Process, Best Practices and Special Events Coverage when using a Bounce House for the community.

**G. California National Resources Agency - Discussion/Possible Action;
Submitted by Fire Chief Lanier.**

To Approve 3 Year Contract with CALFIRE & Start Tablet Command.

**H. Community Alert System - Discussion and Possible Action; Submitted
by Director Unger.**

Newberry Springs contains 16 acres of (Clearway) lithium-ion batteries that are self-igniting. When burning, these batteries put off poisonous fumes that can kill. The prevailing westerly winds will carry these fumes throughout Newberry. Because of the NCSD authority and duty to provide for fire protection and life safety protection, NCSD needs to provide and implement a telephone emergency response system (TERS) to provide alerts and possible evacuation information to residents when major emergency events occur. Management, control and activation of the TERS system would be the responsibility of the Newberry Fire Department. Newberry residents would have the option of opting-in to receiving these emergency alerts.

**I. Emergency Operating Center (EOC) Preparedness - Discussion and
Possible Action; Submitted by Director Unger.**

When major emergency events occur in a community, it is standard operating practice (SOP) to activate an EOC at a pre-designated physical location. Representatives from fire department, law enforcement, Highway Patrol, County and Local government agencies staff the EOC and are able to interface one-on-one with each other to provide support and to address the needs of the community during the emergency. In Newberry Springs, the Fire Chief has specified that the NCSD Community Center, located at the CSD Building, will be the location of the EOC. The NCSD needs to begin planning now for the supply and operation of this EOC.

J. PurpleAir Air Quality Monitoring Termination - Discussion and Possible Action; Submitted by Director Unger.

The NCSD has maintained a set of PurpleAir air quality monitors east of the Clearway Daggett Solar Power project. These monitors require periodic maintenance which has been provided by an NCSD Board member volunteer. It appears that community use of these monitors is now minimal therefore the NCSD can discontinue the operation of these monitors.

K. Thank-You Letter to Supervisor Rowe - Discussion and Possible Action; Submitted by Director Unger.

During NCSD's August 20, 2024, Appeal hearing to the San Bernardino County Board of Supervisors, Supervisor Rowe provided full, essential support for NCSD's requests. The NCSD should write a thank-you letter to Supervisor Rowe.

L. Solar and the Impact of Desert Wildlife – Discussion; Submitted by Director Matson.

There are laws that are in place to protect our native species prohibiting solar companies coming into our community in the desert.

M. Consideration of Increase in Directors' Stipend - Discussion/Possible Action; Submitted by Director Deel.

Currently directors receive \$50 per NCSD meeting. We are proposing an increase to \$75 per NCSD Board Meeting. We do not serve for the money but as we are currently serving as Liaisons, we are working more than just Board Meeting time. Directors at other CSDs receive \$100+ per meeting. That includes any meeting the director is approved to attend – Chamber, CSD Luncheons, meetings with other government entities etc. Funding was included in the budget for this increase.

It is recommended we approve an increase in the Directors Stipend from \$50 to \$75 per NCSD Board meeting.

N. Agenda Item, Revisions to Policy 1020 Conflict of Interest - Discussion/Action; Submitted by Director Deel.

Our Policy 1020 was compared with the Policy from the CSDA's Policy Handbook. The blue print is additions, and the red print is deletions. It is recommended the Board approve the revisions to Policy 1020 Conflict of Interest.

O. Agenda Item – Policy 1030, Public Complaints, Discussion/Possible Action; Submitted by Director Deel.

Our Policy 1030 was compared with the Policy from the CSDA's Policy Handbook. The CSDA's Policy was much more involved, more directed to physical damage to property, and seemed more appropriate for a larger CSD. It is recommended the Board approve the revisions to Policy 1030 Public Complaints.

P. Volunteer Personnel Workers; Compensation Insurance POLICY NUMBER: 2115, Discussion/Possible Action; Submitted by Director Deel.

Please review Policy 2115 Volunteer Personnel Workers Compensation Insurance. This Policy is currently an existing Policy. No changes have been made. It is recommended that the board approve Policy 2115 as presented.

Q. Policy 2130 Adding Directors and Fire Fighters to Stewart's payroll service - Discussion/Possible Action; Submitted by Director Deel.

Currently hourly employees only are paid through Stewart's payroll service. Monies are directly deposited into personnel's bank account. Taxes are withheld; Stewart's pays the taxes for NCSD saving our staff's time. For the Director and Fire Fighters this may result in deductions for Social Security etc. The name of the Policy has been changed from Pay Periods to Payroll.

It is recommended we also pay Directors and Firefighters through the existing Stewart's payroll service utilizing Direct Deposit.

R. New Policy 2021 Separation from District Employment - Discussion/Possible Action; Submitted by Director Deel.

A new policy from the CSDA Sample Policies updated to better fit NCSD.

It is recommended that we adopt Policy Number 2021 – Separation from District Employment

5. Approve Bills Paid and Presented; Discussion/Possible Action;
GM/Treasurer Vanek

6. Old and New Business

7. Adjournment

I, Marchelle Hall

Print name

MARCHELLE HALL

Signature

Marchelle Hall

declare under penalty of perjury that I am a Board member or designated Staff member of the Newberry Community Services District and that this agenda was posted at least 72 hours prior to the meeting on a District office Display Board and on the District's Website at www.NewberryCSD.net.