

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Draft Minutes of the Regular Meeting on December 10, 2024, AT 6:00 P.M.

After an invocation by Director Unger the meeting was called to order at **6:05 pm** by Director Deel. The Pledge of Allegiance was led by Director Springer.

**Present were:** Directors Deel, Matson, Roberts, Springer and Unger

**Also Present:** General Manager/Treasurer Vanek, District Secretary Hall, Fire Chief Lanier, Captain Markegard, Lieutenant Mello and members of the Public.

## 1. Approval of Agenda

Motion by Director Matson and 2<sup>nd</sup> by Director Roberts to approve the revised agenda as presented for Regular Board Meeting 12/10/2024.

- Item 3: President Paula Deel change to Director Deel
- Remove Item H: Future Property
- Fire department needs to Add Item (L): Mutual Aide Agreement and Possible Cancellation

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger

Noes 0

Unanimous

## 2. Approval of Minutes

### A. Regular Board Meeting Draft Minutes of 11/19/2024

Motion by Director Matson 2<sup>nd</sup> by Director Deel to approve the draft minutes of Board Meeting on November 19, 2024 as presented.

-Change Item C: Patio Cover to letter E and following Items in order to F, G, H I

Motion by Director Roberts 2<sup>nd</sup> by Director Unger to approve the draft minutes of Board Meeting on November 19, 2024 as revised.

Vote: Ayes 4 Directors Deel, Matson, Roberts and Unger

Noes 1 Director Springer

### 3. Public Swearing in of Directors

Swearing in of Director's Deel and Roberts with the Oath of Office was presented by General Manager Vanek for the public to witness.

**4. 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

- Community Member, Robert had a meeting with Jesse Ramirez, our area Director for Mojave Water Agency and found that the Marine Corp is no longer using Newberry Springs Water. The supply of Mojave water agency water has been discussed of possible decrease in water supplied for the Newberry community. Discussion from the agency of State mandates requiring water meters and limiting water per person per day in the Newberry area. Preparation for when it does come is suggested.
- Ted, a community member, is requesting the Board Meetings be audio recorded and a better PA system installed.

#### B. Community Reports

1. Supervisor Rowe- Steven Reyes, Field Representative  
(Not in Attendance/No Report)
2. Sheriff Captain Ron Markegard
  - Also in attendance was Lieutenant Mello who had written the report.
3. CHP  
(Not in Attendance/No Report)

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

A. General Manager – GM Vanek

- Yoga classes will begin to be held at the CSD. Times and dates TBD
- An updated status of Eide Bailly's progress is requested from Director Unger.

B. Fire Department - Chief Lanier

- End of January for the CERT class is tentative.

C. Financial Reports – GM/Treasurer Vanek - Balance Sheet, Budget vs Actuals

A better understanding is suggested for Directors and Staff for a thorough breakdown of financials. A workshop or training class will be requested from Eide Bailey in efforts to do so.

Community Member Robert Shaw is open to providing a tutorial, helping the Directors and Staff better understand the financial reports.

D. Directors Comments (1 min.)

Dir. Unger: Last month he expressed the dysfunctionality of the order of the meetings. This month there has been improvements and moving forward with progression is encouraged.

- There is an excessive acceleration speed with vehicles on National Trials. Highway. Improvement to see how this could be addressed is asked.

Dir. Springer: Wishes everyone to have a Merry Christmas and Be safe!

Dir Matson: Wishes a Merry Christmas to everyone! The meeting on the Parkland Project on December 10<sup>th</sup> was great. Inviting the Sheriff's Department on Feb. 6<sup>th</sup>, 2025, a site walk of the park, for input, is suggested.

Dir. Deel: Thanks Directors, Staff and Volunteers for the support and attention to the meetings. Director Deel sends a Merry Christmas and Happy New Year!

## 6. Agenda Items- Discussion/Possible Action

### A. Annual Organizational Meeting. According to Policy 5010.5 - Discussion/ Possible Action; Submitted by Director Deel.

Motion by Director Matson 2<sup>nd</sup> by Director Unger to nominate Paula Deel for President.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
Unanimous

Motion by Director Roberts 2<sup>nd</sup> by Director Springer to nominate for Vice President to Mike Matson.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
Unanimous

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

Director Matson and GM Vanek reported on the meeting that was held on December 10, 2024 for the Parkland Project. Organizations like the Chamber of Commerce, NSEDA and Newberry Fire Department spoke on various ideas to be implemented for the park planning. The next meeting will be on January 7<sup>th</sup> & 14<sup>th</sup> at 11:00am, at TBD location. Discussion of parking, lighting, and especially handicap accessibility will be exchanged.

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

Motion by Director Unger 2<sup>nd</sup> by Director Roberts to adopt this policy as written and serve as a base to be implemented as a policy work in progress.

Revision of Motion by Director Unger: Motion by Director Unger 2<sup>nd</sup> by Director Roberts for the staff to also assign an appropriate number and sequence to this policy.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
**Unanimous**

Director Springer mentions this is intended to be a broad scope policy. There is more information that should be introduced into the policy. (i.e. locations of EOC Center). More in depth of power and other logistical needs to be considered.

The CSD is considered by Fire Chief Lanier to be a place for an EOC due to location. Along with Newberry Elementary School to eventually serve as another EOC location.

Community Member believes a central location should be closer to the proximity of residents.

Changes/Revisions to the policy will be made by Director Springer and brought back to the Board.

**D. Purchasing of an AED Defibrillator for the CSD - Discussion and Possible Action; Submitted by Director Unger.**

Motion by Director Deel 2<sup>nd</sup> by Director Roberts to agree to the purchase of an refurbished AED Defibrillator of \$830.00 plus tax and shipping for the CSD Building.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
**Unanimous**

There is a 3-month up-keep inspection that the Fire Department will check when necessary.

**E. Policy 5060: Minutes of Board Meetings - Discussion and Possible Action; Submitted by Director Unger.**

Motion by Director Unger 2<sup>nd</sup> by Director Roberts to accept Policy 5060.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
**Unanimous**

The current Board Directors has set a positive example in terms of functionality and orderly conduct.

Reconsideration of recording the minutes in 6 months is open to discussion by Director Deel.

Grand Jury reports proceeding for the minutes not to be recorded has been not understood. Clarity of this is asked.

**F. Project List - Discussion and Possible Action; Submitted by Director Unger.**

There hasn't been any feedback from Directors on updating the current Project List. We will table this discussion for January 2025 Board Meeting.

**G. Patio Cover/ Semi Closed In Building for Rigs Outside - Discussion and Possible Action; Submitted by Chief Lanier.**

Bids for 2-foot containers have been looked into for shelter of the rigs and use for storage of new bunker gear. The bids are still in progress and budget to purchase.

Tabled to January 2025 Board Meeting per Chief Lanier's request for when an update on bids as they come in, can be discussed.

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

Motion by Director Unger 2<sup>nd</sup> by Director Matson to approve the District to consider sending the letter to Supervisor Rowe.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
**Unanimous**

Revise of the motion: Motion by Director Deel 2<sup>nd</sup> by Director Roberts to approve the District to send the letter to Supervisor Rowe with format and revisions updated.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
**Unanimous**

A stronger case should be addressed on how a Community Alert System can be implemented.

Clarity or means of action is suggested to specify what is requested by the Newberry community.

It takes \$15 to implement a Community Alert System suggested by Director Unger.

In conclusion, the points of the letter's intent will be changed by Director Springer adding officials within the State of California that are applicable to the purpose of the letter.

**I. Homelessness in Our Community- Discussion/Possible Action; Submitted by Director Matson.**

Staff have received a penal code from Director Matson and will proceed with wording to distribute signs throughout the park restricting no sleeping in the park.

**J. Dress Code Policy for Directors and Staff- Discussion/Possible Action; Submitted by Director Matson.**

Motion by Director Roberts 2<sup>nd</sup> by Director Matson to consider possible dress code policy for personal and professional standards at Newberry CSD.

Vote: Ayes \_\_\_\_\_5\_\_\_\_\_Directors Deel, Matson, Roberts, Springer and Unger  
Noes \_\_\_\_\_0\_\_\_\_\_

**Unanimous**

A dress code policy has been drafted in efforts to establish a more professional appearance when conducting business of the Newberry CSD. This draft policy is to be adjusted to the Newberry CSD standards. After this policy is revised, the attorney will review. Director Matson will work on the revisions of the policy with staff.



**K. Spring Fest 2025- Discussion/Possible Action; Submitted by Director Matson.**

This is tabled and will be taken off the agenda due to priorities of The Parkland Project superseding the time needed to prepare thoroughly for such an event.

**L. Mutual Aid Agreement from Newberry Fire Department**

Motion by Director Springer 2<sup>nd</sup> by Director Unger to approve the Mutual Aid Agreement for Yermo Calico and Dagget Fire Department.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
**Unanimous**

Chief Lanier would like to move forward with the Mutual Aid Agreement with the Dagget and Yermo Fire Department districts. If there isn't an agreement that the districts agree with in regard to cost recovering residents for any calls in the Newberry Springs district Newberry Fire Department, Chief Lanier would like to cancel the Mutual Aid Agreements entirely with Yermo Fire Department.

Suggestion from Director Springer for the CSD office to hold on to the signed agreement of Daggett and Yermo districts Mutual Agreements if or once complete.

Director Springer is in support of going with Fire Chief Lanier in efforts of getting the Mutual Aid Agreements signed with Yermo and Daggett Fire districts.

Newberry Board Directors are also in support of contacting any directors within the Yermo and Daggett districts as well.

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

Motion by Director Roberts and 2<sup>nd</sup> by Director Springer to accept the Bills Paid and presented.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes 0  
Unanimous

## 8. Old and New Business

### Old Business

Director Matson:

- Dress Code Policy will be returning to the agenda for January 2025 Board Meeting.

### New Business

Director Deel will inquire about an MWA report on information reported from community member Robert Shaw reported regarding the Mojave Water Agency.

Director Unger will be adding to the agenda speeding concerns on Newberry Road and National Trials Highway.

Director Springer:

- Draft of the EOC Policy with Director Matson to be revised for the agenda in January 2025 Board Meeting (For Discussion only)
- A planning policy and more community orientated events implemented within the CSD to create a positive community environment is suggested.

## 9. Adjournment

Motion by Director Roberts and 2<sup>nd</sup> by Director Unger to adjourn meeting.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer and Unger  
Noes             
Unanimous

Meeting Adjourned at 9:24 p.m.