

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Draft Minutes of the Special Meeting on January 28, 2025, AT 6:00 P.M.

After an invocation by **Director Deel**, the Pledge of Allegiance was called to order at **4:42 P.M.**

## **CLOSED SESSION**

The Board moved to a closed session at: **4:43 P.M.** for:

**Public Employee Performance Evaluation – General Manager - Gov. Sec. Code 54954.5(e)**

**Directors Present:** Director Deel, Director Matson, Director Roberts, Director Unger

**ABSENT:** Director Springer

## **SPECIAL MEETING**

The Special Board Meeting reconvened at **6:01 p.m.** by **Director Deel**. The Pledge of Allegiance was led by **Chief Lanier**.

**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, Captain Meeker, Field Representative Steve Reyes 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 Special Meeting 1/28/2025.

-Change Item G: Patio Cover and Exchange for the Land Project for the Civic Hub; Discussion and Possible Action: Submitted by Director Matson and Chief Lanier.

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

This motion has been disregarded. Item G will be continued in the February 2025 Board Meeting.

## **2. Approval of Minutes**

### **A. Regular Board Meeting Draft Minutes of 12/10/2024**

Motion by **Director Deel** 2<sup>nd</sup> by **Director Matson** to approve the draft minutes of Board Meeting on December 10, 2024 as presented.

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

### **3. 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**

- A representative from the National Parks and Conservation Association attended the meeting and spoke about a new solar project coming 6 miles south/west of Baker called the Soda Mountain Project. For more information on this project, you can find it by searching on the San Bernardino County High Desert Project site on the internet.

#### **B. Community Reports**

- Steven Reyes, representative of the Board of Directors of Supervisor Rowe attended the meeting to answer anyone's questions or concerns the community of Newberry springs had. He will continue to hold communication with Director Deel for any assistance that he can contribute to future projects of the CSD.

**Captain Markegard- See Supporting Documents**

**CHP Captain Eric Meeker**

- Tracking enforcement in the Barstow and surrounding areas is what they focus on. There are only about 2 officers on the 40 freeway per day. Staffing is less than it has been in the past years.
- Educational programs are provided for senior and new drivers at the Barstow Police Station.
- For any questions or concerns, Dispatch can be reached at (760) 255-8750 or call Barstow station. Officers are able to come to the Newberry area with requests.

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

- A. General Manager – Kayleen Vanek
- B. Fire Department – Chief Lanier
- C. Financial Reports- Director Deel
- D. Directors Comments (1 min.)

**Dir Springer**- Recognize the Fire Department in all their due diligence and aid to the Newberry area. Brush clearing to reduce risk of fire occurrences for the community's safety.

**Dir. Unger**- See Supporting Document.

**Dir. Matson**- Thanks law enforcement and Steven Reyes for their presence at the board meeting. The Newberry Fire Department is understaffed. An update on the proposal of property purchasing is included in tonight's board meeting. Help with

rezoning from the Board of Directors in the future during the process of land acquirement.

**Dir. Deel**- Accounting budget and concerns of non-project listed items need to be addressed. A special meeting will have to be held regarding Item G replacement that was voided in adding to the January 2025 Special Meeting .

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

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

Director Matson provided an update of the upcoming meeting for the Parkland Project. There will be a new meeting scheduled for February 6, 2025, from 11am, -2pm at the CSD Building. The meeting will consist of all community members and stakeholders who are interested in their input for the future of Newberry Park and Recreation.

Special Meeting for February 6<sup>th</sup>, 2025 Parkland Project will be posted. Directors' stipends for this special meeting in agreement by the directors will be waived.

### **B. Continued use of Eide Bailly Services after Completion of Estimated Work - Discussion, Possible Action; Submitted by GM Vanek and Director Deel.**

#### **Tabled to February 2025**

We are waiting to receive a report of completion as agreed upon in the contract agreement.

### **C. Dress Code Standards Policy for Directors and Staff- Discussion/Possible Action; Submitted by Director Matson and Director Deel.**

- There are some directors of the board that believe the dress code policy is not needed to move forward in adopting.

- While there are other directors that suggest a legal review to adopt the policy because at a personal and district level, the content may create issues for future employment.
- Director removed the CSDA's Version of the dress code policy from consideration as it served only as an example.

Motion by **Director Matson** and 2<sup>nd</sup> by **Director Roberts** to accept Item C: Directors Matson version regarding a Dress Code and Personal Standards policy.

Motion Revised by **Director Deel** and 2<sup>nd</sup> by **Director Springer** to adopt the dress code and personal standard policy number 3200 labeled: Directors Matson's version for the NCSD.

Vote: Ayes \_\_\_\_\_ 4 \_\_\_\_\_ Directors Deel, Matson, Roberts, Springer  
 Noes \_\_\_\_\_ 1 \_\_\_\_\_ Director Unger

**D. Understanding Financial Statements- Discussion and Possible Action; Submitted by Director Unger.**

- Robert Shaw, a member of the community with vast experience in dealing with financial reports, is willing to help the community members in businesses with better understanding a Financial Statement Report.

Motion by **Director Deel** and 2<sup>nd</sup> by **Director Unger** for member of the Newberry Springs community, Robert Shaw to conduct a financial seminar for CSD Staff and general members of the public.

**Revised Motion** by **Director Unger** and 2<sup>nd</sup> by **Director Roberts** for Robert Shaw to provide an understanding of the financial statement seminar prior to the Eide Baily report.

Vote: Ayes \_\_\_\_\_ 1 \_\_\_\_\_ Directors, Roberts, and Unger  
 Noes \_\_\_\_\_ 4 \_\_\_\_\_ Directors Deel, Springer, Deel, Matson

**The motion failed.**

**E. Adding Patrol Officers on National Trails Highway- Discussion and Possible Action; Submitted by Director Unger.**

- Sending a letter to CHP, email or call, in person to address the requests is advised by Captain Meeker. A radar trailer is available to be set out in the area, Senior volunteers are also available.
- Specifics are requested by anyone who calls to locations where the problem areas are. A visible deterrent can be provided by the CHP.
- A report regarding traffic issues with a phone number as a point of contact will be posted on the Newberry CSD website.  
(Report Title (on website): Unsafe traffic conditions to the CHP)

The letter will be submitted via CSD.

Motion by **Director Unger** and 2<sup>nd</sup> by **Director Roberts** to discuss Agenda Item E: letter to the CHP requesting their assistance to add Patrol Officers on National Trails Highway.

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

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

Directors will provide an update of priorities of importance on the Project List to Secretary Marchelle Hall.

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

Tabled to February 2025 Board Meeting

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

- Director Springer suggests sending Director Unger's letter to Supervisor Rowe and then following up with other requests after the proposed letter initiated.

Motion by **Director Deel** and 2<sup>nd</sup> by **Director Matson** to send Item H: letter labeled Director Unger's revised version to Supervisor Rowe and every other elected official.

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

### **I. Proposed Community Alert System Policy 1073 -Discussion and Possible Action; Submitted by Director Unger and Director Deel.**

- Reverse 911 system should cover the request asked. Captain Markegard will respond with a report of what can be offered for the community to be alerted when dangerous environmental circumstances occur.

Motion by **Director Deel** and 2<sup>nd</sup> by **Director Roberts** to table this motion until we receive Captain Markegard's Reports on the notifying systems and the ten's.

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

**Tabled until February 2025 until a report from Captain Markegard**

### **J. Emergency Operating Center (EOC) Preparedness Policy - Discussion and Possible Action; Submitted by Director Springer.**

Motion by **Director Springer** and 2<sup>nd</sup> by **Director Unger** to open the EOC policy for discussion.

Revised Motion by **Director Roberts** and 2<sup>nd</sup> by **Director Unger** to table Item J as presented until further notice by Director Springer.

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

Noes 0

**Unanimous**

- Director Springer mentions the procedures have to be addressed before an EOC is proposed. A reverse 911 is more inclusive and may not be effective to the community due to minuet usage of cell phones within the community.
- A document is still in progress by Director Springer.

### **K. Newberry Springs Fire Department Staffing Coverage Policy- Discussion and Possible Action; Submitted by Chief Lanier.**

Motion by **Director Deel** and 2<sup>nd</sup> by **Director Matson** to adopt the Newberry Springs Fire department Staffing Coverage Policy.

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

Noes           

**Absent** 1 Director Roberts

- The Fire Department would like to take out of the FD budget for long-distance commuter firefighters to be compensated for every 24-hour shift at \$25 per shift plus the \$10 per call for the firefighters. An approval of wages is asked from Fire Chief Lanier.

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

Motion by **Director Unger** and 2<sup>nd</sup> by **Director Matson** to approve bills paid and presented.

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

Noes           

**Unanimous**



## 7. Old and New Business

(New Business)

-Schedule a Special Meeting for discussion and possible action to purchase property regarding expansion of CSD and Fire Department on Thursday January 30, 2025 at 6p.m.

- Director Unger: A letter will be drafted as an agenda item for February 2025 Board Meeting regarding Patrol officers near the National Trails Highway (letter to department of transportation).
- Community member of Newberry will also be sending a letter to the department of transportation.

## 8. Adjournment

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

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

**Meeting adjourned at 9:23 p.m.**