

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Draft Minutes of the Regular Meeting of September 24, 2024, AT 6:00 P.M.

After an invocation by Margie Roberts meeting was called to order at **6:02 pm** by **Director Deel**. The Pledge of Allegiance was led by **Director Unger**.

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

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

**Absent:** District Secretary Hall

## 1. Approval of Agenda

Motion by **Director Unger** and 2<sup>nd</sup> by **Director Deel** to approve the agenda as discussed and adjusted to move and pose agenda items.

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

## 2. Approval of Minutes

### A. Regular Board Meeting Draft Minutes of 8/27/2024

- Correction to #6 Adjournment- After the Motion & 2<sup>nd</sup> it should read: There being no objection, meeting is adjourned. Vote line should be removed.
- Item D: Costs needs to be added Re: Well Removal, Estimated Cost
- Item L needs more detail, it needs to say it is for the dedicated outlet to run the freezer. Spell correct Rose not Rowe Love.

Motion by **Director Unger** and 2<sup>nd</sup> by **Director Roberts** to approve the draft minutes of August 27, 2024 the Regular Board Meeting with revisions.

Vote: Ayes 5 Directors Deel, Matson, Roberts, Unger, Springer  
Noes 0  
Absent \_\_\_\_\_  
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

- Rose Beardshear: Pistachio Festival email has been sent to GM and Director Unger.

B. Sheriff Captain Ron Markegard (**ABSENT**)

C. CHP Sargent Carmichael (**ABSENT**)

**4. 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.)

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

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

- Report of the Site Visit by Carlos Flores, our NPS Landscape Architect to inform the Community on the Progress of the Rivers, Trails and Conservation Assistance Grant. (Report in Supporting Documents)
- October 1, 2024, from 11am-2pm will be the next meeting with Carlos Flores, National Park Service Landscape Architect.

**B. Abandoned Well Discussion/ Possible Action; Submitted by GM Vanek**

- Update from Paul Deel (Paul will submit report).

Update in Supporting Documents

**C. 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. NCSD should be named additional insured.

TABLED TO OCTOBER MEETING

**D. Community Alert System- Discussion/Possible Action; Submitted by Director Unger.**

- Report from Director Springer and Fire Chief Lanier

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

Update from Director Unger.

Motion by Director Roberts and 2<sup>nd</sup> by Director Matson to send a letter to Supervisor Rowe requesting an immediate 911 emergency warning system in case of any current or future lithium battery fire incidents.

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

**F. Purple Air Quality Monitoring Termination - Discussion/Possible Action; Submitted by Director Unger.**

- The NCSD has maintained a set of PurpleAir quality monitors east of the Clearway Dagget Solar Power project. These monitors require periodic maintenance which has been provided by an NCSD Board member volunteer. It appears that the community use of these monitors is now minimal therefore the NCSD can discontinue the operation of these monitors.
- Director Unger was going to check on the monitor's homes; if a family is willing to take on the maintenance we can leave them in place. We appreciate your diligence.

Motion by Director Unger and 2<sup>nd</sup> by Director Roberts to remove the 2 non-functioning monitors, leave the one fully functioning monitor in place with the host family taking maintenance responsibility. To return both not installed monitors to the office. Provide the GM with the location of the remaining.

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

**G. New Policy 2021 Separation from District Employment - Discussion and Possible Action; Submitted by Director Deel.**

- Tabled from August 27<sup>th</sup> Regular Meeting. A new policy from the CSDA Sample Policies updated to better fit NCSD. The complete CSDA policy is included with strikeouts showing text suggested to be removed and red underlined text showing changes.

Motion by Director Roberts and 2<sup>nd</sup> by Director Matson presented with revisions to send Policy Number 2021- Separation from District Employment as revised to our attorney for approval.

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

**H. Review of Policy 1040 Claims Against The District- Discussion and Possible Action; Submitted by Director Deel.**

- The purpose of this policy is to provide direction to District Staff for processing and resolving (if possible) property damage claims against the District.

Motion by Director Roberts and 2<sup>nd</sup> by Director Matson presented with revisions to send Policy 1040 as revised to our attorney for approval.

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

**I. Renew of Policy 4025 Expenditure Reimbursement- Discussion and Possible Action; Submitted by Director Unger.**

Motion by Director Roberts and 2<sup>nd</sup> by Director Unger to accept Policy 4025 Expenditure Reimbursement as presented with revisions.

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

**J. Allocation of Property Taxes that Funds Special Districts - Discussion and Possible Action; Submitted by Director Deel.**

We have been pursuing information on how to increase the NCSD's funding.  
Report is in Supporting Documents

**K. Park and Recreation - Discussion/Possible Action; Submitted by Director Matson.**

Update of the Ball field was provided.

**L. Homelessness in our Community - Discussion/Possible Action;  
Submitted by Director Matson.**

NO ACTION

**M. Safety and Parking for Special Events - Discussion/Action; Submitted  
by Director Matson.**

NO ACTION

**N. Engage with the wider Community; Discussion/Possible Action;  
Submitted by Director Matson.**

The goal of the CSD is to distribute Flyers to the School Districts about Meetings, Community Information and Events.

**O. Assembly Bill 992, Discussion Only; Submitted by Director Matson.**

- Regarding Social Media Posts

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

Motion by Director Roberts and 2<sup>nd</sup> by Director Springer to approve Bills Paid and Presented.

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

## 7. Old and New Business

NONE

## 8. Adjournment

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

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

Noes 0

Absent \_\_\_\_\_

Unanimous

**Meeting Adjourned at 9:44 p.m.**