

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Draft Minutes of the Regular Meeting of November 19, 2024, AT 6:00 P.M.

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

Present were: Directors Deel, Matson, Roberts and Unger

Also Present: General Manager/Treasurer Vanek, District Secretary Hall, Fire Chief Lanier, Sheriff Eric Mello, and members of the Public.

Absent: Director Springer

1. Approval of Agenda

Motion by **Director Unger** and 2nd by **Director Roberts** to approve the revised agenda as presented.

-Remove in # 4 Reports: Item D

- Directors Comments will be labeled as: D

- Community Reports (B) change to Steven Reyes, San Bernardino Board of Supervisors Field Representative instead of Supervisor Rowe

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

Noes 0

Absent 1 Director Springer

2. Approval of Minutes

A. Regular Board Meeting Draft Minutes of 10/22/2024

- Add the summary of action for Item: E Homelessness in our Community

Motion by **Director Unger and** 2nd by **Director Roberts** to approve the draft minutes as presented with revisions.

Vote: Ayes 4 Directors Deel, Matson, Roberts, Unger
 Noes 0
 Absent 1 Director Springer

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

- Questions about the Field Representative from the SB County attending the meetings has been asked. There has been attempts made by Director Deel requesting for the representative, Steven Reyes attendance but he has yet to come.
- On Mountain View and Fairview Road there is an increasing amount of trash and a collection of vehicles on Mountain View Road. The issue has been communicated to the SB County. There hasn't been any result of resolution.
- Solar panels have become an issue on Mountain View with the panels flying. Code enforcement doesn't find a problem with the area so there hasn't been a solution to resolve.
- Land Use Services planning department has been contacted through the Newberry Chamber of Commerce for cleanup in the NB area.
- Pistachio Festival 2024 was a success. For the next festival in 2025, a representative from the CSD is requested for the involvement of coordination. Changes of the event due to the weather will be included in planning consideration moving forward.

A. Community Reports- Steven Reyes, Field Representative

B. Sheriff Captain Ron Markegard (ABSENT)

- Sheriff, Eric Mello presented Sheriff's Report on behalf of Captain Ron Markegard

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

- Report on Eide Bally's progress will be provided in December's Board meeting.

D. Directors Comments (1 min.)

- Dir. Unger: (See Comments in Supporting Documents)
- Dir. Matson: If there is a concern, regarding property hazards, please address your issues with Land Use Services. Our CSD doesn't have the ability to make changes. Change happens in numbers.
- Dir. Deel: Agrees with Director Matson that for there to be change, a suggestion for the community to come forth to Land Use Services is encouraged.

Break at 7:14 p.m. For a "Happy Birthday" to Director Roberts

Board Meeting resumed at 7:23 p.m.

5. Agenda Items- Discussion/Possible Action

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

In Supporting Documents of an update has been provided by Rose Beardshear.

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

A backup plan was spoken of in October's Board Meeting for Director Springer to coordinate.

The priority list will be updated to capture the Emergency Operating Center (EOC) by Director Deel. This will be added to the December's 2024 Board Meeting agenda.

Tabled to December 2024 Meeting for an update from Director Springer.

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

The fire department suggests checking with Osha regulations for CSD's classification of public building requirements to see if the CSD needs an AED.

The fire department states that a written policy for an AED needs to be established on the CSD's site because there is maintenance required to maintain the machine.

Director Unger will draft a policy for the AED and consult with the fire department that it is compliance with OSHA.

Motion by **Director Roberts** and 2nd by **Director Unger** to purchase an AED Defibrillator including the cabinet it is installed in as presented by Director Unger.

Motion to amend the original motion by **Director Roberts** and 2nd by **Director Unger** to have staff inquire regarding OSHA of whether it is requirement that the CSD needs an AED and if it is, the Fire Department will provide the details to purchase the AED, not to exceed \$1,700 from the General Fund Account. Director Unger will draft the policy for having a AED Defibrillator.

Vote: Ayes 4 Directors Deel, Matson, Roberts, Unger
Noes 0
Absent 1 Director Springer

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

The public has concerns with there being limited transparency as to what is communicated in the minutes.

The topic of not being able to record in the meetings has been brought up. Director Deel mentions the Grand Jury has made a recommendation not to record board meetings because of the unfit conducted in times of some meetings. Changes to Policy 5060 have been discussed but an agreement of changes has not been concluded. This will be brought back in December 2024 meeting with changes from Director Unger and Director Deel.

Motion by **Director Unger** and 2nd by **Director Roberts** to accept the Draft Policy: 5060 with the revisions outlined and we strike "Summary Record of Director Discussion" from the proposed policy.

Vote: Ayes 2 Directors Deel, Matson, Roberts, Unger
Noes 2
Absent 1 Director Springer

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

The Fire Department station has limited room for equipment and the Rigs to be maintained. Options for weather resistant storage is asked.

Discussion to proceed with taking the steps in efforts to get the necessary permits is what the fire department is seeking to address.

Agreement of the Board and the Fire Department moving forward with detailed needs will be brought back in a future meeting.

D. Future Property- Discussion Only; Submitted by Chief Lanier.

Getting a property to allot more space for the Fire Department Station is being called to attention.

The Board has asked staff to follow through to get information regarding property of interest.

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

An update from Director Springer on the status of the letter that was written to Supervisor Rowe response is pending.

Director Deel will contact CHP Captain Meeker for an update on Lithium Battery Hazards by Operation Emergency Services (O.E.S.).

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

There hasn't been any feedback from the county in efforts to get an ordinance on overnight sleeping in the park area. Staff is continuing to reach out to other resources. A status update will be provided in December's 2024 Board Meeting.

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

A festival in the Spring with vendors, entertainment, a flea market, farmers and pickleball is the goal for the community. The Chamber is open to coordinating with CSD's Director Matson, Director Roberts and with CSD staff to plan.

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

Motion by Director Roberts and 2nd by Director Unger to accept the Bills Paid and presented.

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

Noes _____

Absent 1 Director Springer

7. Old and New Business

NONE

8. Adjournment

Motion by Director Roberts and 2nd by Director Unger to adjourn meeting.

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

Noes 0

Absent 1 Director Springer

Meeting Adjourned at 9:23 p.m.