

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Draft Minutes of the Regular Meeting of March 26, 2024, AT 6:00 P.M.

After an invocation by the meeting was called to order at 6:05 pm by Board President Deel. Pledge of Allegiance was led by President Deel.

**Present were:** Directors Deel, Roberts, and Unger.

**Absent:** Director Springer

**Director Matson arrived at 7:10 pm**

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

## 1. Approval of Agenda

Motion by Director Unger and 2<sup>nd</sup> by Director Roberts to add to the agenda as Item F: The Issue of Stray Dogs Running Loose in the Park and what we need to do for Discussion /Possible Action and we approve agenda as now revised.

Vote: Ayes 3 Directors Deel, Roberts, Unger  
Noes \_\_\_\_\_  
Absent 2 Directors Matson and Springer  
Unanimous

## 2. Approval of Minutes

### A. Regular Board Meeting Draft Minutes of 2/27/2024

Public Comments: There isn't a proper representation of the public comments, issues that are raised in the minutes from the board meetings. Audio recording of the meetings is suggested.

Motion by Director Unger and 2<sup>nd</sup> by Director Roberts to approve the Draft Minutes of 2/27/2024.

Vote: Ayes 3 Directors Deel, Roberts, Unger  
Noes \_\_\_\_\_  
Absent 2 Directors Matson, 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 or at meeting time).*

- A. General Public:
- B. Community Reports-
- C. Sheriff - Captain Ron Markegard- (Report in Supporting Documents)
- D. CHP

- 4. Reports (to be included in the Minutes or Supporting Documents written Reports must be submitted to GM or Secretary by or at meeting time)**

- A. General Manager – GM Vanek – *See Supporting Documents*
- B. Fire Department - Chief Lanier and Rogers – *See Supporting Documents*
- C. Financial Reports – GM/Treasurer Vanek - *Balance Sheet, Budget vs Actuals - See Supporting Documents*
- D. Air Quality Monitors - Director Unger – *Verbal Report Given*
- E. Directors Comments (1 min.) *Verbal Reports Given*

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

- A. Senate Bill 553 (Cortese): Employers must adopt a workplace violence prevention plan and maintain a violent incident log. Submitted by Director Springer, Discussion Possible Action**

Motion by Director Roberts and 2<sup>nd</sup> by Director Unger to Table until April 2024 Meeting.

Vote: Ayes   3   Directors Deel, Roberts, Unger  
Noes             
Absent   2   Directors Matson, Springer

**B. Newberry CSD and Chamber of Commerce Collaboration for July 3<sup>rd</sup>, 2024; Discussion/ Submitted by General Manager Vanek**

- General Manager Vanek states the details of the collaboration are still being worked on. Rose Beardshear will be reaching out to vendors.
- Public Comments: Food vendors and Entertainment for the kids are only suggested for the event. CSD is advised by the public and will decide how to implement.

**C. Pyro Fireworks Approval of the purchase of Fireworks for July 3<sup>rd</sup>, 2024 Event; Discussion/ Possible Action, Submitted by General Manager Vanek**

Motion by Director Roberts and 2<sup>nd</sup> by Director Unger to approve the deposit and the final payment based on the terms they are requesting and to do it immediately.

Vote: Ayes   3   Directors Deel, Roberts, Unger  
Noes             
Absent   2   Directors Matson, Springer

**D. Internal Financial Controls, Discussion/ Possible Action, Submitted by Director Deel**

Motion by Director Roberts and 2<sup>nd</sup> by Director Unger to approve Policy 2160 as presented.

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

**E. Board Use of Legal Counsel; Discussion/Possible Action, Submitted by Director Unger**

- Revision to Policy Number 4000.5 to state: The telephone log will be maintained confidentially by the NCSD General Manager.

TABLED to get Attorney's legal opinion

**F. The Issue of Stray Dogs running loose in the Park, Discussion/Possible Action; Submitted by Director Deel**

Motion by Director Deel and 2<sup>nd</sup> by Director Matson that we ask the General Manager to contact Animal Control and ask what help they can give us and to post signs regarding the leash law.

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

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

Motion by Director Roberts and 2<sup>nd</sup> by Director Unger to approve bills paid and presented as corrected by the General Manager.

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

## 7. Old and New Business

- Keep on the agenda: Rivers, Trails and Conservation Assistance Grant Program

## 8. Adjournment

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

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

Meeting adjourned at: 8:06 pm

The next Regular Meeting is scheduled for April 23, 2024.

<u>Paula Deel</u>	<u>4-11-24</u>	<u>Marchelle Hall</u>	<u>4/11/24</u>
Paula Deel, President	Date	Marchelle Hall, District Secretary	Date