

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

## REGULAR MEETING MINUTES

March 22, 2022

**Call the meeting to order- 6:12 p.m.**

### **Pledge of Allegiance**

President Springer asked all present to recite the Pledge of Allegiance.

### **Roll Call.**

### **Present:**

President Springer.  
Director Deel  
Director Paulsen  
Director Unger  
Director Roberts

### **Absent:**

**Also Present:** General Manager Jodi Howard, Fire Chief Lanier, Asst. Fire Chief Rogers and members of the public.

### **1. Approval of Agenda**

Motion Director Paulsen to approve agenda as written. Seconded Director Roberts.

Vote: **Unanimous**

**Motion Passed**

### **2. Public Comments:**

#### **a. General Public-**

**Community Reports-** Kimberly Mesen - March the BOS voted 5-0 to end Covid Emergency.

Supervisor Rowe will formally take over our District in December.

BOS starting to work on Budget for next FY June will be voted on.

**Sheriff Report-** Captain Markegard report attached [newberrycsd.net](http://newberrycsd.net)

### **3. Reports**

- a. **General Manager-** Received Covid tests beginning of March have given them to school, Family Center and the American Legion they are also available in the office for the community.  
Park equipment to be installed end of April park will be Closed and locked up during installation.

- b. **Fire Department-** Fire Dept. Report attached newberrycsd.net website.
- c. **Air Quality Monitoring Report-** No report
- d. **Civic Hub- Available Properties Report-** No report

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

**A. Proposed Job Description for Recording Secretary**

Motion Director Deel accept job description. Seconded Director Unger

**Vote: No:** Director Roberts, Paulsen and Springer

**Yes:** Director Deel and Unger

**Motion Failed**

**B. Update Policy #2360 Job Description-District Secretary**

Motion Director Roberts accept with corrections- (*strike out shall annually Complete 4 hours of continuing education*) as presented by Director Deel. Seconded Director Deel.

**Vote: Unanimous**

**Motion Passed**

**C. Would it be an asset to the CSD and Community if the kitchen In the Community Center Building was in working order with permits In place to rent out as a Bakery or Small Coffee Shop?**

**Bring this item back to next meeting.**

*Information- Cost of permits for food service and commercial appliances for kitchen*

**D. Discussion- Looking into Purchase of New Fire Engine.**

Discussion Only

Board wants more information.

**E. Special Districts Election for Regular LAFCO Member and Alternate LAFCO Member.**

Motion Director Paulsen to elect Steven Farrell for Regular LAFCO Member. Seconded Director Deel.

**Vote: Unanimous**

Motion Director Paulsen to elect David Raley for Alternate LAFCO Member.

Seconded Director Deel  
Vote: **Unanimous**  
**Motion Passed**

**F. Update Ballfield/Park**

Mike- ballfield fencing is completed C&M fencing came out and welded  
The gate latches so they would be stronger and not get vandalized.  
Caps on the dugouts have been put on.  
C&M fencing gave us the rest of the caps

***Board took a Break: 8:05 p.m.***  
***Board Returned: 8:18 p.m.***

**G. Closed Session Ca. Gov. Code 54957 (b) General Manager Evaluation.**

Entered Closed Session 8:38

Returned-10:32

Report –Completed General Manager Review evaluation processed and  
Scored satisfactory evaluation

**H. Discussion on Appropriate Salary Increase for the General Manager.**

Motion Director Springer adjust salary \$1400.00 a month and budget  
In for next year. Seconded Director Paulsen

Vote: **Unanimous**

**Motion Passed**

**I. Approval of Minutes for February 22, 2022.**

Motion Director Springer to approve minutes. Seconded Director Unger

Vote: **Unanimous**

**Motion Passed**

**J. Approve Bills Paid and Presented.**

Motion Director Paulsen to approve bills paid and presented.  
Seconded Unger.

Vote: **Unanimous**

**Motion Passed**

**Board Min**  
**3-22-22 pg. 4**

**L. Approve Bills Paid and Presented**

Motion Director Paulsen accept bills paid and presented. Seconded Director Roberts.

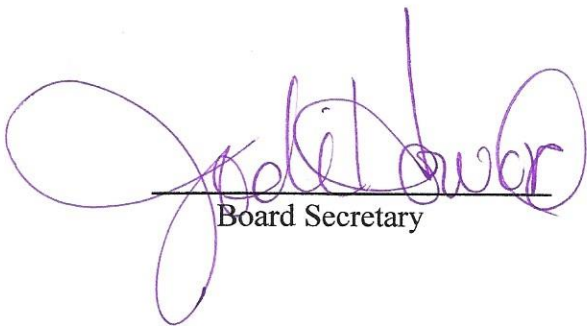
Vote: **Unanimous**

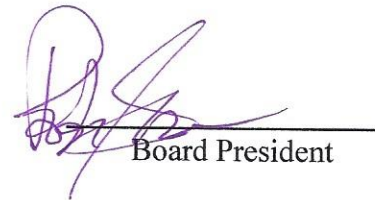
**Motion Passed**

**5. Old and New Business-**

**6. Directors Comments (1 min)**

**7. Adjournment 11:10p.m.**

  
Board Secretary

  
Board President