

YERMO COMMUNITY SERVICE DISTRICT

DATE: August 17th, 2010
38315 McCormick St.
Yermo, CA 92398

6:00 PM
OPEN TO THE PUBLIC

Regular Meeting Minutes

PARTICIPATION IS INVITED: *THE PUBLIC IS INVITED TO ADDRESS THE BOARD OF DIRECTORS ON ALL ITEMS ON THE AGENDA.* Anyone interested in commenting on an Agenda Item during any Board Meeting must submit a "Speaker Card" which is available on the front table of the Board Room, or from the Board Secretary. The "PUBLIC COMMENT" section below is the appropriate time for the public to address the Board.

CALL TO ORDER: President Smith Time: _____ 6:00 PM _____

PLEDGE OF ALLEGIANCE: Director Chavez

INVOCATION: Director Walker

ROLL CALL: General Manger Bryson In attendance: President Smith, Vice President Berner, Director Weems, Director Chavez, Director Walker. Absent: None

PRESENTATIONS:

1. AWARDS TO BE ISSUED: BARSTOW TOWING/A-1 AUTOWRECKING

Recommended Action: Information Item only. Director Walker recognized A-1 for donating vehicles for fire training use and Barstow Towing for dropping them off and picking them up.

PUBLIC HEARINGS

- **PUBLIC COMMENTS:** *this is the time and place for the general public to address the community service district on matters within our jurisdiction that are not currently on the agenda. State law prohibits the board directors from addressing any issue not previously included on the agenda. The community service district may receive comment and set the matter for a subsequent meeting. Speakers are asked to **limit their comments to five minutes; yielding time to another speaker is never allowed.** All "speaker cards" must be received prior to the agenda item being addressed.*

Capt. LaScala – In process of hiring Sheriff service representative as media liaison/community support. Officer of the year, Jason James, will be honored at the Elks Lodge in Barstow.

Hispanic Chamber of Commerce Macias & Ramos to be named officers of the year.

Over line softball tournament to be held at the Robert A. Sessions Sports Park in Barstow to raise funds for Christmas gifts for low income children in the Yermo, Daggett and Newberry Springs areas.

REVIEW AND APPROVAL OF AGENDA: *this is the time for members of the board of directors to call for rearranging the order of the agenda; adding items to or **removing items from the agenda; or removing items from the consent calendar for discussion and/or separate action.** Motion: Director Weems 2nd: Director Chavez: Motion Carried*

STAFF REPORTS

- Clerk of the Board-Vice President Berner – Flag sales, fire fighters have been reimbursed for first responder course. Mural has been completed. Checks totaling \$12,078.80 and deposits \$8,023.83 with ending balance of \$71,139.88.
- Fire Commissioners Report-Director Walker – No call information is available for the month of July. Rearranged, cleaned fire station. Old bathrooms are now dry walled and will be painted for use as a medical room. Captain Romine has done a lot of work on this project. Chief Smith cleaned fire station real well over the weekend. Training is going well.

- Fire Chief's Report-Chief Smith – The Fire District received its first check from the billing process. \$740.88 has been received to date. \$1600.00 check in en route. EF recovery report: current billed calls is \$25,965.41. Desert Dispatch is doing a follow-up on the Fire District, reporter came for a tour of the Fire District. Four fire fighters came down to the station during the interview. The day before, several members of the Fire District came down and removed all equipment from the station and power washed the two stations. Community service workers in need of constant supervision. The red GMC (donated by SB Co) has a vibration problem. Firestone looked at the vehicle (no charge) and can't determine cause. Would like to plan a community open -house for the public to come through the fire house. General Manager pointed out that the fuel for vehicles has increased. Possible reasons are more firefighters responding to calls. Review of past two year's record of gas usage. Looking at 8 month previous two year history; lower cost for past two year for unleaded, 27.5 gallons over 2008, 354.97 less gallons used than 2009, 1129.14 over on diesel than 2009 but Captain Romine rolls on every call. Cost is higher for diesel (average per gallon against total cost of fuel). Fire vehicles brought into Barstow for repairs, more training i.e: fire training with Daggett. It is my policy to cancel unnecessary fire vehicles but in most cases, vehicles are en route. Fire investigations, trash can fire, minor accidents only have one vehicle responding. SBSB donated a PowerPoint projector to the fire district. Need copies of the checks and credit card purchase for the 2008 Homeland Security Grants from the General Manager. Would like the Board to give direction to the General Manager to copy all costs incurred by the fire district to my Fire Chief box. I want to track all Fire District costs to determine areas to be improved and discuss with fire staff personnel for improving costs at every possible corner. The largest cost to the Fire District is the fire expenses. Several fire fighters signing up for Victor Valley College Fire 90- Paid Call Firefighter academy. It consists of four weeks of classes on Friday, Saturday and Sunday. Fire Fighter Adam Hill moved out of the district and turned in all his equipment per his equipment inventory, except for one glove and a pager charger still to be turned in. On June 24, 2010 I and a prospective fire explorer attended the Inland Empire Fire Explorer Muster held in Apple Valley at the invitation of Chief Art Bishop of the Apple Valley Fire Department. We are waiting to see how much response we will be getting before we commit. Will help us in any way to start the fire explorer program. Apple Valley Fire Department will be building a huge fire training facility out by Apple Valley Airport. All fire radios upgraded to CalFire standards and programmed the same frequencies on the same channels.
- District Park Maintenance/Street Lighting-Director Weems – Wallis adjusted switch on pump house. Two shut-off valves in Norman Smith Park went out and are replaced.
- Blight / Graffiti Abatement-Director Walker – Need more paint for graffiti on buildings. Would like to plan another clean-up more focused this time.
- Water- President Smith/Vice President Berner – Nothing back from Public Health Department. Minimal cooperation from Walker.
- General Manager – Erin Bryson

BUSINESS OF THE BOARD OF DIRECTORS:

CONSENT CALENDAR ITEMS : Motion: Director Berner 2nd: Director Weems; Motion Carried

- 1) **Approval of Regular Minutes for the meeting: July 20th, 2010**
Recommended Action: Approve and ratify minutes.
- 2) **Correspondence:**
Recommended Action: Review, approve OR pull for discussion if necessary.
- 3) **Calendar:**
Recommended Action: Review, approve & sign OR pull for discussion if necessary.
- 4) **Bills To Be Paid:**
Recommended Action: Review, approve & sign OR pull for discussion if necessary
- 5) **Development and Adoption of CSD Policy Manual (section by section):**
Recommended Action: Review, approve & sign OR pull for discussion if necessary

NEW BUSINESS / DEFERRED ITEMS: (Items previously tabled or pulled from Consent Calendar will be considered by the Board of Directors at this time).

- 1) ACTION ITEM: No Smoking Policy –RWS-
Recommended Action: Motion: Director Weems 2nd: Director Berner: Motion Carried

Currently adopted 15ft away from doorways, openings and vents and not within CSD vehicles.
- 2) ACTION ITEM: Hiring of District Secretary –RWS/EJB-
Recommended Action: Motion: Director Chavez 2nd: Director Walker: Motion Carried

Motion to hire Joseph Hisquierdo
- 3) DISCUSSION/ACTION ITEM: Fire District Employee: Paul Perez reference discipline/dismissal/ release –RWS-
Recommended Action: Motion: _____ 2nd: _____

Injury and was not able to attend. Mr. Perez resigned when the former Fire Chief resigned. Requested to come back. Found serious breach on information recorded on application. Moved to closed session.
- 4) ACTION ITEM: Hiring Fire District Policy: Employee Hiring Guidelines –RWS-
Recommended Action: Motion: Director Berner 2nd: Director Walker: Motion Carried

Not allow fire fighters to be hired if on probation or parole. Minor infractions could be reviewed by Chief and/or Board. Liability of employee being on probation and going into houses in community.
- 5) ACTION ITEM: Hiring Yermo Community Services District Policy: Employee Hiring Guidelines –RWS-
Recommended Action: Motion: Director Berner 2nd: Director Weems: Motion Carried

Same policy in place for CSD
- 6) ACTION ITEM: Purchase of Medical Oxygen Bottles for Fire District –RWS-
Recommended Action: Motion: Director Walker 2nd: Director Chavez: Motion Carried

One oxygen bottle is medical grade. Oxygen not being filled with medical grade oxygen bottles. Motion to purchase.
- 7) DISCUSSION/ACTION ITEM: Date for Mural Dedication –RWS-
Recommended Action: Motion: President Smith 2nd: Director Weems: Motion Carried

Possible Indian dancer. October 23 tentatively at 10 a.m. Involve Marine Corp, Chamber of Commerce and CSD's
- 8) DISCUSSION/ACTION ITEM: Purchase of invitations for mural dedication –RWS-
Recommended Action: Motion: Director Weems 2nd: Director Chavez: Motion Carried

Design in office, send out for printing
- 9) DISCUSSION/ACTION ITEM: Purchase of Yermo Community Services District sign for building. –RWS-
Recommended Action: Motion: Director Chavez 2nd: Director Weems: Motion Carried

30" tall, identify building. Supply plywood for sign. \$300 to Amanda Willey for painting of sign

BOARD OF DIRECTOR REPORTS: (requests for future Board Items / comments on projects / suggestions for future awards / requests for invited guests /)

Board President Smith: Movies in the park. Possible purchase of plywood to be used a screen. Rules need to be in affect – no alcohol, no glass, smoking area.

Vice President Berner: Nothing to report

Director Weems: \$434 for camera to face the fire station. \$1146 total, including labor.

Director Chavez: Nothing to report

Director Walker: Nothing to report

CLOSED SESSION: (Employee Evaluation / Discipline / Dismissal / Real Property Negotiations / Conference with legal counsel / etc. / per Govt Code 54954.5)

- 1) ACTION ITEM: Employee Review discipline/dismissal/release per Govt Code 54954.5 –LW-
Recommended Action: Motion: _____ 2nd: _____

Board decision: Mr. Perez to resign. In event of no resignation, Mr. Perez will be terminated.

ADJOURNMENT Motion: Director Weems 2nd: Director Chavez Time: 7:15 pm

*I hereby certify, **UNDER PENALTY OF PERJURY**, that this agenda had been posted 72 hours prior to the stated meeting in a place accessible to the public.*

Posted on 13th day of August, 2010.

Approved:

Robert W. Smith, Board President

Erin J. Bryson, General Manager/Treasurer

Respectfully Submitted, _____ Director Smith

_____ Director Berner

_____ Director Weems

_____ Director Chavez

Erin J. Bryson
General Manager

_____ Director Walker