

# YERMO COMMUNITY SERVICE DISTRICT

DATE: September 21, 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: \_\_\_\_\_ 6:04 pm \_\_\_\_\_

**PLEDGE OF ALLEGIANCE:** Director Weems

**INVOCATION:** President Smith

**ROLL CALL:** General Manager Bryson In attendance: President Smith, Vice President Berner, Director Weems, Director Walker.  
Absent: Chavez

### **PRESENTATIONS:**

1. **AWARDS TO BE ISSUED**  
**Recommended Action:** Information Item only.

### **PUBLIC HEARINGS**

- o **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.*

**Paul Ray** - Would like to volunteer to bring the CSD website up to date and add some resources

**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: \_\_\_\_\_ Berner \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Weems \_\_\_\_\_*

### **STAFF REPORTS**

- o Clerk of the Board-Vice President Berner – Reviewed Check Register Report
- o Fire Commissioners Report-Director Walker
- o Fire Chief's Report-Chief Smith – See Inter-Department Memo (September 2010)
- o District Park Maintenance/Street Lighting-Director Weems – Maintenance is under control. Vandals knocked out light at the sports park, but were able to replace with extra parts.
- o Blight / Graffiti Abatement-Director Walker – Maybe next month work on setting up another clean-up

- Water- President Smith/Vice President Berner - CA Dept. of Health responded with list of things that need to be completed for TMF: Five year budget Projections, timeline for upgrades, license information, check for permit (already sent off), re-checking with DCB for loan (purchase) and checked-in with MWA
- General Manager – Erin Bryson

**BUSINESS OF THE BOARD OF DIRECTORS:**

**CONSENT CALENDAR ITEMS** : Motion: \_\_\_\_\_ Berner \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Weems \_\_\_\_\_ : All

**1) Approval of Regular Minutes for the meeting:**

**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  
-Three policies added in to policy manual this month -

**OLD BUSINESS/ACTION ITEMS:**

**1) ACTION ITEM:**

**Recommended Action:** Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

**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: Reimburse two (2) fire fighters for Paid Call training –RWS-**

**Recommended Action:** Motion: \_\_\_\_\_ Weems \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Walker \_\_\_\_\_ : All  
There has been more training in the last month than probably in the last five years. Chief Smith 60 hrs, F.F Wiley 60 hrs, and Walker 16 hrs. Reimbursement \$200; Chief Smith and F.F. Wiley

**2) ACTION ITEM: Reimburse fire fighters for Fire Control III training –RWS-**

**Recommended Action:** Motion: \_\_\_\_\_ Weems \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Walker \_\_\_\_\_ :All  
Reimbursement \$20 per.: Capt. Luna, Comm. Walker, Chief Smith, F.F. Wiley

**3) DISCUSSION/ACTION ITEM: Expenditure of no more than \$300 for purchase of badges and related items for Fire Prevention Week. –RWS-**

**Recommended Action:** Motion: \_\_\_\_\_ Weems \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Walker \_\_\_\_\_ :All  
Proposal to make awareness of Fire Prevention to elementary kids. \$2.50 per child covering Kindergarten to 5<sup>th</sup> grade. Not to exceed \$350. Motion made.

**4) DISCUSSION/ACTION ITEM: Establishment of Fire Academy thru SBCo. Fire. –RWS-**

**Recommended Action:** Motion: \_\_\_\_\_ Weems \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Walker \_\_\_\_\_ :All  
S.B. Co. Fire Capt. Would like to put together Academy for this area with cooperation of Barstow Community College and give college credits to those who participate. Cost of 3 credits at college. Motion to continue.

- 5) DISCUSSION ITEM: Purchase supplies for fire department. –RWS-  
Recommended Action: Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
 Chief was given no guidelines on purchases. Previous guideline of \$300 for medical supplies each quarter. No guideline on maintenance unless on major expense (except in emergency). \$200 limit for misc. expenses perm month.
  
- 6) DISCUSSION/ACTION ITEM: Split rims on the Brush Engine –RWS-  
Recommended Action: Motion: \_\_\_\_\_ Berner \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Weems \_\_\_\_\_  
 Commitment from Jimmy RayJack – Barstow Truck Parts to find rims for replacement. Once you find rimes and wheels and have price that is reasonable the Fire Chief has discretion to purchase.
  
- 7) DISCUSSION ITEM: SDRMA Inspection. –RWS-  
Recommended Action: Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
 SDRMA consultant came out on Friday Spet. 17<sup>th</sup>. Went through survey and the consultant will send report with suggestions to lessen liability.
  
- 8) DISCUSSION/ACTION ITEM: Purchase or Rental of cement saw for parks and rec. –LW-  
Recommended Action: Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
 Tabled
  
- 9) DISCUSSION ITEM: Discretionary funds from 1<sup>st</sup> District Supervisor Mitzelfelt –RWS-  
Recommended Action: Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
 County Counsel requesting specific information from CSD via email

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

Board President Smith: Nothing to Report

Vice President Berner: Attended, with Dir. Weems dedication of Pettit Rd. in Barstow

Director Weems: Went to David Taylor’s services today

Director Chavez: Absent

Director Walker: Hopefully done with training for a while

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

**ADJOURNMENT** Motion: \_\_\_\_\_ Weems \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Berner \_\_\_\_\_ 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   17   day of   September  , 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