

**MORONGO VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS**  
11207 OCOTILLO STREET. MORONGO VALLEY, CA 92256

**REGULAR BOARD MEETING MINUTES**

6:00 p.m. Regular Business

**June 15, 2022**

Conference via Zoom

**CALL:** 1 (669) 900 6833 **MEETING ID:** 868 6797 0101 **PASSWORD:** 397704

<https://morongocsd.specialdistrict.org/>

*The Morongo Valley Community Services District complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call (760) 363-6454. Materials related to any items on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection during normal business hours at the CSD Main Office, 11207 Ocotillo Street, Morongo Valley, CA 92256.*

**A. CALL TO ORDER**

**The Regular Board Meeting of June 15, 2022, was called to order at 6:05 PM.**

**B. ROLL CALL**

1. Christina Gorke, President, Present
2. Shawna Johnson, Vice President, Present
3. Kristina Brook, Director, Present
4. Johnny Tolbert, Director, Present
5. Jennifer Henning, Director, Present

**C. PLEDGE OF ALLEGIANCE**

**D. PUBLIC COMMENTS**

The Board of Directors now takes time to consider your comments on items which are on the agenda. The President will recognize you at the appropriate time to assist in the orderly and timely conduct of the meeting. When called upon to speak, please state your name and residence. Comments will be limited to three (3) minutes or less. If you wish to comment on an agenda item or non-agenda items during Public Comment, fill out the form on our website, or raise your hand. There will also be a one (1) minute Public Comment period before each agenda item.

**Valerie Carlomagno –I'm technically a Warren and I was wondering if. Uhm, you said there's an Edison person there, so I was just wondering if I could get your blessing on spraying emergent on the foundation of the homestead at Covington Park and then to the left of the plaque, which is like 5 feet tall. If they can spray it over there as well because it's got cat claws and they're 10 feet high, it's got like 5 cat claws. And so, I was just wondering if I could get a letter from you or something. – it was agreed that this was an office issue and did not need board approval.**

## E. APPROVAL OF THE AGENDA

The Board generally considers items in the order listed on the agenda. However, items may be considered in any order as established by the direction of the Board. Under certain circumstances, new agenda items may be added by a two-thirds vote of the Board. [Gov. Code Sec. 54954.2(b)(2)]

1. Agenda for the Regular Board Meeting of June 15, 2022.

**Director Tolbert requested to amend the agenda to reflect new business Item 9 stricken and replaced with new SCBA's for the fire department.**

**MOTION:** Director Johnson motioned to approve the agenda of the Regular Board Meeting of June 15, 2022, with the amendments.

**SECOND:** No second was made.

**RESULT:** Motion passed with a 5/0 vote.

## F. AGENCY REPORTS

1. Sheriff's Report – San Bernardino County Sheriff's Representative

**The Sheriff was not in attendance.**

2. General Manager / Fire Chief Report – James Brakebill

**Chief Brakebill began with stating that he had a meeting with the Office of Emergency Services, they are going to give us a Type 1 engine to use. We had a great Fire Auxiliary meeting; a drone was donated to the fire department. On June 10 we had the ribbon ceremony at the park, it was a joyful event, the community enjoyed it. Water tender 462 is out on the Sheep Fire in Brightwood. Brush Engine 461 should be back in service tonight. There were 515 hours of training with a total of 22 calls this month.**

3. Morongo Valley Sports League – Buddy Stogner

**Buddy stated that there was not much to report; everything is going well.**

4. Community Relations Committee – Director Tolbert and Gorke

**Nothing new, however, the fire department has a plan to update the community on fire risks.**

5. General Manager Recruitment Ad Hoc Committee – Director Tolbert and Henning

**Nothing to report.**

6. Fire services Ad Hoc Committee – Director Brook and Director Gorke

**Nothing to report.**

7. Cash / Checks Disbursements & Credit Card Purchases for May - \$86,724.25 – Director Tolbert

**Director Tolbert reported that the reason he would like to strike Item 9 is due to is being an emergency situation. The bay door has been completed which was the only other high-priced item in the financials.**

#### **G. CONSENT CALENDAR**

Items on the consent calendar are routine matters or formal documents covering previous District Board instruction. Items may be acted on by one motion of the Board unless a Board Member requests a separate discussion and/or action on an item.

1. Minutes of the Regular Board Meeting of May 18, 2022.
2. Minutes of the Special Board Meeting of May 24, 2022.
3. Minutes of the Special Board Meeting of May 27, 2022.

**Director Henning stated that she had corrections for the minutes of May 18, 2022, and May 24, 2022; she will email those to Chief Brakebill and Brittany. However, there were no changes to the May 27, 2022, minutes.**

**MOTION:** Director Johnson motioned to not approve the consent calendar until the corrections were made.

**SECOND:** No second was made.

**RESULT:** Motion passed with a 5/0 vote.

#### **H. NEW BUSINESS**

1. SCE REPRESENTATIVE

**Southern California Edison Representative Jennifer Cusack informed the Board and community of the electrical grid work being done in the Morongo Valley area. Stating that she did meet with Chief Brakebill and the fire staff to keep them informed as to the work that is being done in the community. For the last 4-5 years they have been planning a mitigation a high fire risk plan to certain areas. Weather stations have also been installed, which are monitored 24/7 and help predict high fire areas. Wildfire cameras have also been installed to monitor wildfires and alert when one is detected. Vegetation management has been implemented.**

2. PUBLIC HEARING FOR THE 2022 – 2023 PRELIMINARY BUDGET

**Autumn stated that the biggest things that had flex room was the OES amount that was in the budget. Also, the anticipated fees from the amount to be collected from EF Recovery. She would just like to touch bases on these items.**

3. 2022 – 2023 BUDGET FINAL

**Director Tolbert has a concern with the 25 hours for the Fire Chief, he believes there should be at least 35 hours budgeted for. It was recommended that the 20 hours dedicated to a General Manager be moved to the Fire Chief line, with it being reevaluated in January. It was stated that if there is a line item, the district can fund it at any time. It was stated to move the General Manager budget to the Fire Chief Budget. However, at the recommendation of Bonnie, the Board authorized Chief Brakebill to use the General Manager funds until the position was filled, with the assumption that he would not need as many hours once a general manager took over.**

**MOTION:** Director Johnson motioned to utilize the general managers funds for Chief Brakebill until the position is filled.

**SECOND:** Director Henning seconds.

**RESULT:** Motion passes with a 5/0 vote

**MOTION:** Director Tolbert motioned to approve the final budget of 2022 – 2023 as presented.

**SECOND:** Director Johnson seconds.

**ROLE CALL:** Christina Gorke, AYE, Shawna Johnson, AYE, Kristina Brook, AYE, Johnny Tolbert, AYE, Jennifer Henning, AYE.

**RESULT:** Motion passes with a 5/0 vote.

4. RESOLUTION 22-10 ASSESSMENT FEE AND ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS WITHIN THE MORONGO VALLEY FIRE SUPPRESSION ASSESSMENT SERVICE AREA FOR FISCAL YEAR 2022/2023  
**The Board of Directors discussed and approved Resolution 22-10 annual resolution for the fire suppression assessment for the upcoming fiscal year.**

**MOTION:** President Gorke motioned to approve Resolution 22 – 10 Assessment Fee and Ordering the Levy and Collection of Annual Assessments within the Morongo Valley Fire Suppression Assessment Service Area for Fiscal Year 2022/2023.

**SECOND:** Director Johnson seconds.

**RESULT:** Motion passes with a 5/0 vote

5. AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR AGREEMENT FOR COLLECTION OF SPECIAL TAXES, FEES, AND ASSESSMENTS FISCAL YEAR 2022-2023

**It was noted that San Bernardino County requires the following billing agreement. The form is called "AGREEMENT FOR COLLECTION OF SPECIAL TAXES, FEES, AND ASSESSMENTS**

**FISCAL YEAR 2022-23". The Board of Directors discussed and approved the agreement for collection of special taxes, fees, and assessments for the fiscal year 2022 – 2023.**

**MOTION:** Director Tolbert motioned to approve the Auditor-Controller/Treasurer/Tax Collector Agreement for Collection of Special Taxes, Fees, And Assessments Fiscal Year 2022-2023.

**SECOND:** Director Henning seconds.

**RESULT:** Motion passes with a 5/0 vote

6. SMITH MARION AND CO AUDIT ENGAGEMENT LETTER

**The Board of Directors discussed and approved the Smith Marion and CO Audit Engagement Letter for the fiscal 2021- 2022 audit.**

**MOTION:** Director Tolbert motioned to approve the Smith Marion and Co Audit Engagement Letter.

**SECOND:** Director Brook seconds.

**RESULT:** Motion passes with a 5/0 vote

7. RESOLUTION 22-11 AB 361 RECERTIFICATION

**During the Special Board Meeting of May 18, 2022, the Board passed Resolution 22-09 to allow online meetings pursuant to AB 361. It was noted that for this Resolution to remain valid, it would need to be reapproved every 30 days. The Board of Directors discussed and approved Resolution 22-11 recertifying remote Board meetings under AB 361.**

**MOTION:** Director Tolbert motioned to approve Resolution 22-11 AB 361 Recertification.

**SECOND:** President Gorke seconds.

**RESULT:** Motion passes with a 5/0 vote

8. REPAIRING THE TYPE 1 ENGINE

**Chief Brakebill stated that it is going to require an in frame rebuild as well as the turbo charger replaced. To correctly fix the engine it would be \$27,010, however, they did get an OES engine to use until this is fixed.**

**MOTION:** Director Tolbert motioned to approve repairing the Type 1 engine for \$27,010.

**SECOND:** Director Johnson seconds.

**RESULT:** Motion passes with a 5/0 vote

9. SCBA Rental – Leasing Agreement for 9/11 Safety Equipment

**The Board of Directors discussed leasing 16 SCBA units for 1 year at \$23,843.20. While leased they are maintained and replaced as needed.**

**MOTION:** Director Tolbert motioned to contract with 9/11 Safety Equipment for leasing 16 SCBA's for the price of \$23,843.20.

**SECOND:** Director Henning seconds.

**RESULT:** Motion passes with a 5/0 vote

#### **I. INDIVIDUAL DIRECTOR REPORTS**

1. President Gorke – Thank you to everyone who joined on zoom, I had to leave out of the area for this meeting I didn't want to miss this meeting, so thank you for your flexibility.
2. Vice President Johnson – we've got some great community activities going on Monday, Brittany printed out flyers which I hung today. I am taking a quick trip to Denver, but I'll be back by Saturday.
3. Director Brook – Thank you for allowing the meeting to be on zoom. I just want to shoutout to all the parents and kids. Our last day of school was June 8<sup>th</sup>, it was such a wonderful group of sixth graders this year. Grants are really popping right now; we should start looking.
4. Director Tolbert – Thank you to the men and women of the fire department, Chief Brakebill, you've gotten us out of so many places, thank you. Brittany Chavez, thank you for all the hard work you do, I know the Chief has said that he couldn't do it with out you, so thank you. On June 24 at 6:00 PM there will be an Ad Hoc meeting where the fire department will show us how to prevent wildfires.
5. Director Henning – Thank you to supervisors Rowes office to coming out the ribbon cutting. The fire staff all showed up and I do have a certificate that recognized the Board, I will get that to Chief and Brittany. I have let some people know that the board approve an ad hoc committee to keep them updated on the BLM Tower project. I would like a copy of the signed resolution that went to the county, a PDF copy would work.

#### **J. ANNOUNCEMENTS**

1. Next Regular Board Meeting July 20, 2022

#### **K. ADJOURNMENT**

Moved: Director Tolbert      Second: Director Henning      Vote: 5/0