



MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 25, 2022

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT, HELD TUESDAY, OCTOBER 25, 2022 AT 5:30 P.M. AT THE ARBOR VITAE CEMETERY LOCATED AT 1301 ROBERTS AVE., MADERA, CA 93637

TRUSTEES PRESENT:

DAVID NEMETH
CANDY TALLEY
LOIS BETTY
BELVA BARE

PUBLIC/EMPLOYEES PRESENT:

ARTHUR GARDNER - DISTRICT MANAGER
STEPHEN CLOETERS - H.R. GENERALIST
TRACY ISAAK - OFFICE TECHNICIAN
RONNIE RAMIREZ - OPERATIONS MANAGER
OMAR VERDUZCO - AV GROUNDSKEEPER I

CALL TO ORDER:

Chairperson David Nemeth called the meeting to order at 5:30 p.m.

ROLL CALL OF BOARD:

Chairperson David Nemeth took roll of the Board. Trustees David Nemeth, Lois Betty, Candy Talley, and Belva Bare were present. Maurice Cappelluti was excused for medical reasons.

PLEDGE TO THE FLAG:

Office Technician Tracy Isaak presented the flag.

PUBLIC COMMENT ON ANY AGENDA ITEM:

None

CONSENT CALENDAR:

Next meeting will be held November 22, 2022. Trustee Candy Talley moved to approve the consent calendar, Trustee Belva Bare seconded, and all were in favor. Trustee Belva Bare inquired about some warrants and whether adjustments to the budget were on the agenda. Trustee Lois Betty and Chair David Nemeth discussed changes to the budget and advised the matter be placed on the agenda for the November 7&8 Planning Meeting.

RECESS TO CLOSED SESSION:

Chairperson David Nemeth asked for a closed session.

RECONVENE TO OPEN SESSION - REPORT OF ANY ACTION TAKEN DURING

Chairperson David Nemeth reported no action was taken.

DISCUSSION/REPORT IF NEEDED ON OPERATIONS OF M.C.D. CEMETERIES:

Operations Manager Ronnie Ramirez reported that several trees had been cut down in the area where the new District office building will be built. He also reported the main Arbor Vitae well had been shut down because sand had destroyed the pump. He will have more information for the next board meeting.

REPORT/DISCUSSION OF CAPC CONFERENCE:

A discussion was had on attendees' impressions of the conference held October 7, 2022 at South Lake Tahoe. Trustees David Nemeth and Belva Bare, along with District Manager Arthur Gardner and HR Generalist Stephen Cloeters all gave their thoughts.

REPORT/DISCUSSION TRUSTEE LIFE INSURANCE:

HR Generalist Stephen Cloeters that his research showed the District should stay with its current life insurance provider. The death benefit for trustees has been increased to a maximum of \$30k.

REPORT/DISCUSSION ON VISITS TO WINTON AND CHOWCHILLA CEMETERY DISTRICTS:

Operations Manager Ronnie Ramirez and District Manager Arthur Gardner reported on their visit to Winton and Chowchilla Cemetery Districts. They went to view electric utility vehicles these two districts have purchased. Arthur Gardner said he would like to start meeting with managers of other districts to exchange ideas.

REPORT/DISCUSSION/APPROVAL OF SPECIAL PLANNING MEETING TO BE HELD NOVEMBER 7 & 8 AT THE PINES RESORT:

District Manager Arthur Gardner said he would make the agenda.

REPORT/DISCUSSION ON NEW DISTRICT OFFICE AND ARBOR VITAE MAUSOLEUMS:

District Manager Arthur Gardner reported that trees have been cleared and that the plans have not made it through the first plan check yet. He stated that the restroom across the road from the office will have a storage shed attached. It is time to start thinking about furniture, appliances, computers, cameras, and signage. Trustee Candy Talley suggested a granite sign, like a headstone.

A discussion on the new mausoleums followed. The color of the granite and the need to pin down the costs were discussed.

REPORT/DISCUSSION/APPROVAL OF SOLAR PROJECT:

District Manager Arthur Gardner reported that the panels will go on the east side of the Calvary shop and Mr. Dennis Meisner, who leases the vineyard, is aware of the need to pull vines to make room. The District's application has been approved by the vendor and they are drawing up plans.

REPORT/DISCUSSION/APPROVAL OF ADDITIONAL ELECTRIC VEHICLES:

District Manager Arthur Gardner reviewed the plans to buy an electric cart for Arbor Vitae to replace the current one and a utility vehicle. He advised that with the allocation of another \$2k to the budget, the District could purchase a second utility vehicle so an existing Gator could be moved to Oakhill to replace an old one there. Trustee Candy Talley so moved to purchase the third vehicle, Trustee Belva Bare seconded, and all were in favor.

REPORT/DISCUSSION/APPROVAL OF DISTRICT UNIFORMS FOR TRUSTEES/STAFF:

District Manager Arthur Gardner presented options for uniforms for trustees to wear to conferences. Choices were made. The purchase will be allocated to the budget for uniforms.

REPORT/DISCUSSION/APPROVAL ON GOPHER AND GROUND SQUIRREL ABATEMENT:

District Manager Arthur Gardner said gopher abatement had been discussed at the CAPC meeting October 7th and that he and Operations Manager Ronnie Ramirez had talked with Chowchilla Cemetery District on the matter. Calvary Cemetery has seen a growing number of gophers. Ronnie Ramirez said he'd contact the company Chowchilla uses to get a cost. They are based out of Sacramento. Trustee Lois Betty said she'd like to use some local. Mr. Ramirez will find out more and report at a future time.

REPORT/DISCUSSION/APPROVAL ON STAFFING LEVELS:

District Manager Arthur Gardner suggested looking into augmenting current staffing levels. The cemeteries look good but get a little rough at times. He had been told that groundskeeping tasks used to get done more frequently but frequency had been reduced. Every burial adds to trimming time. Gardner asked the Board whether the priority is on cemetery appearance or on budget. Trustee Lois Betty asked is summer help is not enough, to which Operations Manger Ronnie Ramirez responded that everything is growing and there's more ground to cover. This item was to be placed on the agenda for the upcoming planning meeting in November. Trustee Belva Bare advised DM Arthur Gardner to put together some cost projections.

REPORT/DISCUSSION/APPROVAL OF POLICY ON DECORATING GRAVES:

HR Generalist Stephen Cloeters presented a revised Policy on Decorating Graves. There was a discussion on whether to keep a paragraph that contained a list of prohibited items, but it was decided that language limiting decorations to flowers and floral arrangements should be sufficient and that the list of prohibited items would be spelled out on the handout given to the public. Trustee Candy Talley so moved to adopt the policy, Trustee Belva Bare seconded, and all were in favor. David Nemeth, aye; Candy Talley, aye; Belva Bare, aye; and Lois Betty, aye.

REPORT/DISCUSSION OF CEMETERY MAPPING SOFTWARE PROGRESS:

District Manager Arthur Gardner said PlotBox had accessed the CemSites database and that the District is larger than PlotBox had realized.

REPORT/DISCUSSION ON I.T., INTERNET, AND SECURITY CAMERAS:

Nothing to report.

REPORT/DISCUSSION OF MOSQUITO & VECTOR REPORT:

Nothing to report.

REPORT/DISCUSSION ON CEMETERY SECURITY REPORT:

District Manager Arthur Gardner said Zaks Security had nothing to report. Ruben Guerra has been hired as the new gatekeeper.

REPORT/DISCUSSION/DECISIONS ON INVESTMENTS FOR E.C. AND PRE-NEED AS PER SANDRA WHEELER/STIFEL INVESTMENTS IF NEEDED:

Board Chair David Nemeth reported an October 14th conversation with Sandra Wheeler and he reported on recent investments. Bond yields are up.

ADJOURNMENT: 8:10 p.m.