



MINUTES OF THE MEETING OF APRIL 27TH, 2021

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY APRIL 27TH, 2021 AT 5:30 P.M. AT ARBOR VITAE CEMETERY LOCATED AT 1301 ROBERTS AVE, MADERA, CA. 93637

TRUSTEE'S PRESENT:

LOIS BETTY
JIM HARPER
MAURICE CAPPELLUTI
CANDY TALLEY

PUBLIC/EMPLOYEE'S PRESENT:

BELVA BARE -DISTRICT MANAGER
TRACY ISAAK – OFFICE TECHNICIAN
JOHN ANDERSON – OPERATIONS MANAGER
RONNIE RAMIREZ – SUPERINTENDENT
MARK MARSHALL - GSRMA
LARRY MOORE – BERRY CONSTRUCTION
STEPHEN CLOETERS - EMPLOYEE

CALL TO ORDER:

Vice Chairperson Candy Talley called the meeting to order at 5:30 P.M.

ROLL CALL OF BOARD:

Vice Chairperson Candy Talley took roll of the Board. All Board Members were present with the exception of Chairperson David Nemeth.

PLEDGE TO THE FLAG:

Vice Chairperson Candy Talley presented the flag.

CHANGES TO THE AGENDA IF NECESSARY:

Discussion/Report from Mark Marshall – GSRMA Insurance.
Discussion/Review of budget proposals
Trustee Jim Harper made a motion to add changes to the agenda. Trustee Maurice Cappelluti seconded the motion. All Board members were in favor.

PUBLIC COMMENT ON ANY AGENDA ITEM:

None.

CONSENT CALENDAR:

Trustee Jim Harper made a motion to approve the consent calendar & minutes. Trustee Maurice Cappelluti seconded the motion. Next Board Meeting will be, May 25th, 2021 at 5:30 p.m.
Motion on consent calendar: A unanimous vote was had.

RECESS TO CLOSED SESSION:

Vice Chairperson Candy Talley asked for close session.

RECONVENE TO OPEN SESSION - REPORT OF ANY ACTION TAKEN DURING CLOSED SESSION:

No action taken

DISCUSSION/REPORT/APPROVAL OF PRESENTATION FROM LARRY MOORE REGARDING CALVARY NICHES AND ARBOR VITAE MAUSOLEUM:

Larry Moore reviewed the new Calvary niches. Larry stated this will provide 96 niches, 64 single niches and 16 double. The semantics provided by Larry Moore showed that six more niche banks can be built in this area for the future. District Manager Belva Bare asked about the ETA of the new niche banks. Larry stated about 20 weeks until they are received. Larry stated he will start prepping and have them ready to go for installation on arrival. Larry Moore asked about the master plan for the mausoleums, after receiving this information Larry stated he would like to enclose part of the new mausoleum to install glass niches. Trustee Lois Betty made a motion to move forward on all projects. Trustee Jim Harper seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT FROM MARK MARSHALL GSRMA INSURANCE:

Mark Marshall stated to the Board on what a great staff M.C.D. has. Mark reviewed a recent insurance claim regarding the fencing at the Oakhill Cemetery. Mark stated the fencing is not covered, however we are making an exception this one time. There is a \$1000.00 deductible. Mark stated you can add fencing to your insurance coverage. The cost is .22 cents per \$100.00 value. A short discussion on cost of insuring all fencing or partial was had. A discussion on insuring only the large gates at Arbor Vitae and Calvary cemetery was had. It was decided to place this on the next agenda for discussion and approval if needed. Mark went into the discussion on the cost of liability insurance increase for the 2021-2022 year.

DISCUSSION/REPORT/APPROVAL OF AUDIT FOR THE 2019-2020 FISCAL YEAR:

District Manager Belva Bare stated Auditor Nancy Ramos will be presenting the Audit for the 2019-2020 year at the May meeting.

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

Vice Chair asked Operations Manager John Anderson if he had anything to discuss. John stated the Well at Calvary is moving forward.

DISCUSSION/REPORT/APPROVAL OF CONFLICT OF INTEREST POLICY:

District Manager Belva Bare reviewed the conflict of interest policy. Belva stated this is an addition to our current policy. Trustee Jim Harper made a motion to accept. Trustee Maurice Cappelluti seconded the motion. All Board was in favor. Trustee Jim Harper aye, Vice Chairperson Trustee Candy Talley aye, Trustee Maurice Cappelluti aye, Trustee Lois Betty aye,

DISCUSSION/REPORT/APPROVAL OF GROUNDWATER MONITORING WELL IN OAKHURST:

District Manager Belva Bare reviewed the letter from Twining regarding the installation of a groundwater monitoring well placed at the entrance to Oakhill Cemetery. Vice Chair Candy Talley stated as long as there isn't any blockage to the entrance to Oakhill Cemetery.

DISCUSSION/REPORT/APPROVAL OF CALVARY WELL:

District Manager Belva Bare stated we are moving forward with installation.

DISCUSSION/REPORT/APPROVAL OF 2022 C.A.P.C. BOARD OF DIRECTORS ELECTION:

District Manager Belva Bare stated she would like to see someone from our Board run for the C.A.P.C. Board of Directors in March. It was decided to move this item to next month's agenda.

REPORT/DISCUSSION/APPROVAL OF RENEWABLE ENERGY SEEKING TO LEASE OR PURCHASE LAND AT THE NORTH FORK CEMETERY:

District Manager Belva Bare asked if the Board would like to entertain the idea of the lease or purchase land at our North Fork Cemetery. The Board stated no not at this time.

DISCUSSION/REPORT OF LAFCO MUNICIPAL SERVICE REVIEW FOR MADERA CEMETERY DISTRICT:

District Manager Belva Bare stated she will be going forward with the questionnaire from LAFCo. Belva stated she will be in contact with QK Planning for information.

DISCUSSION/REPORT/APPROVAL OF PRESENTATION REGARDING M.C.D. CALPERS PENSION PROGRAM FOR WEIST LAW FIRM:

District Manager Belva Bare stated she had discussed this with Chairperson David Nemeth and we will not be moving forward with this presentation at this time.

DISCUSSION/REPORT REGARDING COVID EXPOSURE PROCEDURES:

District Manager Belva Bare stated we had an employee that has contracted Covid-19. Following protocol the other employee has quarantined and we had a cleaning crew come in to disinfect.

DISCUSSION/REPORT/APPROVAL OF WESTLAKE PROPERTY:

Trustee Jim Harper asked if we should do this right now. District Manager Belva Bare stated the Chairperson of the Board would like us to go forward with appraisal.

DISCUSSION/REPORT/APPROVAL OF BBK/MARK VELASQUEZ INFORMATION REGARDING SURPLUS LAND:

District Manager Belva Bare stated Mark Velasquez would be able to come here or do a zoom meeting regarding the surplus land. It was decided to have Mark present during our planning meeting in November.

DISCUSSION/REPORT/APPROVAL OF WESTLAKE PROPERTY:

No report was given.

DISCUSSION/REPORT/CAPC WEBINAR TRAINING, THURSDAY MARCH 25TH, 2021:

District Manager Belva Bare stated this was a good training session.

DISCUSSION/REPORT ON MOSQUITO & VECTOR REPORT:

District Manager Belva Bare stated we have not had an influx of mosquitoes at this point.

DISCUSSION/REPORT ON CEMETERY SECURITY REPORT:

A discussion regarding a large group of people at the Arbor Vitae on a weekend and was not addressed by security.

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

District Manager Belva Bare stated Chairperson David Nemeth will present a report at the next meeting.

DISCUSSION/REPORT REGARDING 2021-2022 FISCAL YEAR BUDGETS:

District Manager Belva Bare stated we will need to discuss the budget for the percentage of 0%, 2%, & 4%. It was decided to move this item to a special meeting on May 4th, 2021

ADJOURNMENT: 7:30 p.m.