



MINUTES OF THE MEETING OF AUGUST 24TH, 2021

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY AUGUST 24TH, 2021 AT 5:30 P.M. AT THE ARBOR VITAE CEMETERY LOCATED AT 1301 ROBERTS AVE, MADERA, CA. 93637

TRUSTEE'S PRESENT:

DAVID NEMETH
JIM HARPER
LOIS BETTY
CANDY TALLEY
MAURICE CAPPELLUTI

PUBLIC/EMPLOYEE'S PRESENT:

BELVA BARE -DISTRICT MANAGER
TRACY ISAAK – OFFICE TECHNICIAN
JOHN ANDERSON – OPERATIONS MANAGER
RONNIE RAMIREZ-SUPERINTENDENT
IGNACIO BECCERRA-CEMETERY SPECIALIST
LLOYD PAYNE - PUBLIC

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. All Board Members were present.

PLEDGE TO THE FLAG:

District Manager Belva Bare presented the flag.

CHANGES TO THE AGENDA IF NECESSARY:

Addition to item D ground cremation burial. Addition to the agenda regarding continue medical benefits for disabled employee. Trustee Lois Betty made a motion to accept the additions. Trustee Maurice Cappelluti seconded the motion. All were in favor.

PUBLIC COMMENT ON ANY AGENDA ITEM:

No public comment, Public in attendance introduced himself to the Board.

CONSENT CALENDAR:

Trustee Candy Talley had a correction on July's minutes, pg. 3 under E.C. and preneed investments, the amount should read \$330,540.00 instead of #330,540.00. Also, a correction of We purchased 315 bonds of PA Economic Dev. Not we purchased 315 PA Economic Dev. Trustee Jim Harper made a motion to approve the consent calendar & minutes with corrections. Trustee Candy Talley seconded the motion. Next Board Meeting will be Tuesday, September 28th, 2021 at 5:30 p.m. Motion on consent calendar: A unanimous vote was had.

RECESS TO CLOSED SESSION:

Chairperson David Nemeth asked for close session.

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

No action taken

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

Operations Manager John Anderson stated they are finishing up the well at Calvary. They did hit rock at 506 feet. Basically needing to secure the pipe, fill the old well and have it inspected after that we will have Anderson Pump come out to install the pump. Anderson also stated that the new pump is up and running at North Fork Cemetery.

DISCUSSION/REPORT OF ADAIR & EVANS LETTER:

District Manager Belva Bare stated the Auditors will be here on August 30th, 2021. Garry from Adair and Evans asked if any Board Members would like to be involved in the audit. Garry stated they can email or talk to him if interested.

DISCUSSION/REPORT/APPROVAL OF MAUSOLEUM TRAY COST:

District Manager Belva Bare stated the decision of requiring trays for the mausoleum does have a cost. District Manager Bare stated she would like to add this cost to the price of the mausoleum itself. Trustee Maurice Cappelluti made a motion to add \$70.00 to the mausoleum cost. Trustee Candy Talley seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT/APPROVAL REGARDING A FAMILY REQUEST TO PLACE TWO CREMATED REMAINS IN A SINGLE GLASS FRONT NICHE:

District Manager Belva Bare stated a family has requested to comingle ashes and placing two names on one urn to place in a single niche. After a short discussion on the policy for a single glass front niche it was decided that a single glass front niche could only be a single placement of ashes. Another request regarding placement of ashes in a sister's burial

location. Our policy is parent child on ground urn burials or case by case. After a short discussion it was decided to allow two sisters to be buried together. Trustee Candy Talley made a motion to allow a sister/sister burial. Trustee Jim Harper seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT/APPROVAL OF A BUDGET LINE INCREASE FOR PROFESSIONAL/AUDITOR COST:

District Manager Belva Bare asked for approval of a cost increase for professional/auditor budget item. Currently we are at \$15,000.00. With the increase in cost for a new auditor an increase to \$19,000.00 is needed. Trustee Maurice Cappelluti made a motion to increase the budget item Professional/Auditor to \$19,000.00. Trustee Candy Talley seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT OF CALVARY NICHES:

District Manager Belva Bare stated nothing to report at this time

DISCUSSION/REPORT/APPROVAL OF CHANGE OF PLANNING MEETING DATE FROM NOVEMBER 2ND & 3RD TO NOVEMBER 9TH & 10TH, 2021:

District Manager Belva Bare stated there is a conflict with the PCA meeting on November 2nd & 3rd and is requesting a change of date to November 9th & 10th. Trustee Jim Harper made a motion to accept the change of date. Trustee Candy Talley seconded the motion. All Board Members were in favor.

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

District Manager Belva Bare stated no information has been given.

DISCUSSION/REPORT COVID EXPOSURE PROCEDURES:

District Manager Belva Bare stated we are following protocol.

DISCUSSION/REPORT REGARDING CHAIRPERSON DAVID NEMETH PLACEMENT ON THE C.A.P.C. BOARD:

District Manager Belva Bare asked if Chairperson David Nemeth would accept placement on the C.A.P.C. Board after her retirement. Chairperson David Nemeth accepted the placement.

DISCUSSION/REPORT/APPROVAL OF REMOVAL OF MANAGERS'S SALARY LINE ITEM ON SALARY SCHEDULE:

District Manager Belva Bare stated we discussed the removal of Manager's salary from the salary schedule at a previous meeting. After a short

discussion it was decided to place this on the Planning Meeting agenda in November.

DISCUSSION/REPORT OF APPRAISAL OF THE WESTLAKE PROPERTY:

District Manager Belva Bare stated she has no information at this time.

DISCUSSION/REPORT OF MOSQUITO & VECTOR REPORT:

District Manager Belva Bare stated all is going well

DISCUSSION/REPORT ON CEMETERY SECURITY REPORT:

The security report stated they had to ask a few people to leave for not following the rules and policies of Madera Cemetery District.

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

Chairperson David Nemeth stated nothing to report at this time.

DISCUSSION/REPORT/APPROVAL OF CONTINUING MEDICAL BENEFITS FOR EMPLOYEE:

District Manager Belva Bare stated we have an employee that will be out until December/January. He has not been on retirement benefits but I have continued him on medical benefits. According to the Family medical leave act we would continue him for 12 weeks. After a short discussion it was decided to discuss this in February, 2022 and we can reevaluate. Trustee Candy Talley made a motion to reevaluate this issue in February 2022. Trustee Jim Harper seconded the motion. All Board Members were in favor.

ADJOURNMENT: 7:45 p.m.