



## **MINUTES OF THE MEETING OF JANUARY 26<sup>TH</sup>, 2021**

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY JANUARY 26<sup>TH</sup>, 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  
DAVID NEMETH

**PUBLIC/EMPLOYEE'S PRESENT:**

BELVA BARE -DISTRICT MANAGER  
TRACY ISAAK – OFFICE TECHNICIAN  
JOHN ANDERSON – OPERATIONS MANAGER  
RONNIE RAMIREZ – SUPERINTENDENT  
LORENZO BELMONTES – GROUNDSMAN II  
DENNIS MEISER VIA ZOOM - PUBLIC

**CALL TO ORDER:**

Chairperson Lois Betty called the meeting to order at 5:30 P.M.

**ROLL CALL OF BOARD:**

Chairperson Lois Betty took roll of the Board. All Board Members were present.

**PLEDGE TO THE FLAG:**

Trustee Candy Talley presented the flag.

**CHANGES TO THE AGENDA IF NECESSARY:**

None

**PUBLIC COMMENT ON ANY AGENDA ITEM:**

None.

**CONSENT CALENDAR:**

Trustee David Nemeth made a motion to approve the consent calendar. Trustee Candy Talley seconded the motion. The next regular meeting will be Tuesday, February 23rd, 2021 at 5:30 p.m.

Motion on consent calendar: A unanimous vote was had.

**RECESS TO CLOSED SESSION:**

Chairperson Lois Betty asked for close session.

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

No action taken

**ELECTION OF OFFICERS:**

Chairperson Lois Betty nominated Trustee David Nemeth as Chairperson of the Board. Trustee Jim Harper seconded the motion. All Board Members were in favor.

**LOYALTY AFFIRMATION:**

District Manager Belva Bare read the affirmation of loyalty. The Board of Trustees recited the affirmation and all Board Members signed and dated the affirmation.

**DISCUSSION/REPORT/APPROVAL ON LEASE AGREEMENT WITH D & D AG SERVICES AS PER DENNIS MEISNER JR. POSSIBLE ZOOM:**

Dennis Meiser joined the Board Meeting via Zoom. Dennis Meisner stated he will be pulling vines on the lease property and had a concern regarding the future development and timing of the property. He stated this would be approximately 18 acres. Chairperson David Nemeth asked what length of time. Meisner stated at least 14 years. Operations Manager John Anderson stated he doesn't feel that this area would be in use for at least 15 to 20 years. After a short discussion it was decided to approve the fact of not anticipating the need for use of this property for a 20 year period. Trustee Candy Tally made a motion to approve the lease agreement with D & D Ag Services. Trustee Jim Harper seconded the motion. All Board members agreed.

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

District Manager stated Nancy Ramos has not contacted the Madera Cemetery District regarding the 2019/2020 audit. I have contacted a few times with limited response. After a short discussion it was decided to continue to contact regarding completion of the audit.

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

Chairperson David Nemeth stated he went to Oakhill Cemetery to see the damage of the winds from the previous week. Pictures were reviewed. Operations Manager John Anderson stated we will be having the fence repaired. John stated we have a group of 20 employees that take care of everything behind the scenes. Trustee Lois Betty stated they are always stepping up on everything.

**DISCUSSION/REPORT/GLASS FRONT NICHES, CALVARY CEMETERY:**

District Manager Belva Bare stated Berry Construction Larry Moore stated everything is moving forward, with flooring to be installed soon.

**DISCUSSION/REPORT/APPROVAL OF CALVARY NICHES, PRESENTATION LARRY MOORE:**

District Manager Belva Bare reported Larry Moore was not able to attend this meeting. Bare stated the background on the need for additional outside niches was from a call from the Superintendent stating he only had a few niches available. With the influx of cremation interments we need additional niches. Bare stated she had contacted Chairperson David Nemeth for direction on putting a committee together for review. Trustee Maurice Cappelluti and Trustee Jim Harper agreed to review. It was stated a meeting with Larry Moore, Trustee Jim Harper, Operations Manager John Anderson and District Manager Belva Bare at the Calvary Cemetery was had. Larry Moore reviewed the location and stated he would be able to provide about two units that would have 48 niches available. The start date will not begin for about 90 to 100 days. District Manager Belva Bare stated I will need Board approval to begin this new niche area. The niches will cost in the area of \$300.00 per niche. Trustee Jim Harper made a motion to move forward with the new outside niches for Calvary Cemetery. Trustee Maurice Cappelluti seconded the motion. All Board Members were in favor.

**DISCUSSION/REPORT/APPROVAL OF CALVARY WELL:**

District Manager Belva Bare stated she has spoken with the City of Madera Planning Manager Keith Hemet. He stated the City does not have a problem with Madera Cemetery District drilling a new well at the Calvary Cemetery. He stated that the County of Madera will be in charge of all permit issues. Operations Manager John Anderson stated he is working on the permit and with the well driller.

**REPORT/DISCUSSION ON BURIAL COUNT FOR 2020:**

District Manager Belva Bare reviewed the burial count for 2020.

**DISCUSSION/REPORT/APPROVAL REGARDING WESTLAKE PROPERTY SURPLUS PROPERTY, OAKHURST:**

District Manager Belva Bare stated she submitted the information regarding our Oakhurst property to an attorney for clarification.

**DISCUSSION/REPORT/APPROVAL OF CAPC BOARD OF DIRECTORS ELECTIONS VOTING BALLOT:**

District Manager Belva Bare stated the annual meeting of CAPC will not be taking place due to Covid. CAPC is asking all members to vote their ballot at their Board Meeting. Trustee Candy Talley made a motion to vote for the slate of candidates. Trustee Jim Harper seconded the motion. All Board Members were in favor.

**DISCUSSION/REPORT ON ANNUAL SAFETY MEETING ARBOR VITAE CANCELLED:**

District Manager Belva Bare stated the annual GSRMA Safety Meeting has been cancelled due to Covid.

**DISCUSSION/REPORT FOR ANNUAL PLANNING MEETING & DATE SET:**

Chairperson David Nemeth stated he would like to do a more in-depth planning meeting. He would like it to be more than 3 or 4 hours and would like it to be off the cemetery grounds. Chairperson David Nemeth stated we need to do this at some point, it would be beneficial on the future needs for the Cemetery District. Trustee Lois Betty stated all Board Members should have a subject to present. After a short discussion it was decided to hold the Annual Planning Meeting on Thursday, April 22<sup>nd</sup>, 2021 at the Arbor Vitae Cemetery Office.

**DISCUSSION/REPORT INFORMATION REGARDING RETIREES HEALTH BENEFITS:**

District Manager Belva Bare stated the Resolution has been approved by CalPERs for February 1<sup>st</sup>, 2021.

**DISCUSSION/REPORT/APPROVAL OF COMPLYING WITH EXPANDED CALIFORNIA LEAVE LAWS 2021:**

District Manager Belva Bare stated the California Leave Law has removed the Covid Childcare for 2021. There is a onetime paid leave for the first 10 days.

**DISCUSSION/REPORT/APPROVAL OF COVID-19 SICK LEAVE:**

Trustee Candy Talley asked District Manager Belva Bare to read the policy. The paid sick leave policy states: 1. Positive Covid-19 test. 2. Known exposure to someone who tested positive, 3. Symptoms of Covid-19. Any other sick leave extension would require Board approval. After a short discussion Trustee Candy Talley made a motion to accept the Covid-19 sick leave. Trustee Jim Harper seconded the motion. All Board Members were in favor.

**REPORT/DISCUSSION OF CEMETERY EMPLOYEES COVID-19 VACCINES WITH MADERA COUNTY HEALTH DEPT:**

District Manager Belva Bare stated the vaccines are available for the MCD employees.

**DISCUSSION/REPORT GSRMA ETHIC TRAINING, THURSDAY, JANUARY 21<sup>ST</sup>, 2021:**

District Manager Belva Bare stated Trustee Jim Harper and Trustee Maurice Cappelluti attended the Zoom Ethics Training.

**DISCUSSION/REPORT ON MOSQUITO & VECTOR REPORT:**

District Manager Belva Bare stated we will be scheduling a meeting with Mosquito Abatement & Vector in March or April.

**DISCUSSION/REPORT ON CEMETERY SECURITY REPORT:**

District Manager Belva Bare stated there was one incident at Calvary, the family complied with the concern.

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

Trustee David Nemeth stated we have \$90,000.00 coming due and interest to purchase a \$100,000.00 CD from JP Morgan, this will be due in five years and callable in July.

**ADJOURNMENT:** 7:50 p.m.