



MINUTES OF THE MEETING OF JULY 21ST, 2020

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY JULY 21ST., 2020 AT 5:30 P.M. AT THE ARBOR VITAE CEMETERY LOCATED AT 1301 ROBERTS AVE, MADERA, CA. 93637

TRUSTEE'S PRESENT:

LOIS BETTY
JIM HARPER
DAVID NEMETH
MAURICE CAPPELLUTI
CANDY TALLEY

PUBLIC/EMPLOYEE'S PRESENT:

BELVA BARE -DISTRICT MANAGER
JOHN ANDERSON – OPERATIONS MANAGER
TRACY ISAAK – OFFICE TECHNICIAN
RONNIE RAMIREZ – SUPERINTENDENT
HUSTON PETTERSON-GROUNDSMAN I
ROBERT ELLIS- FOREMAN

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:

Superintendent Ronald Ramirez presented the flag.

CHANGES TO THE AGENDA IF NECESSARY:

Filming at Oakhill Cemetery Item N
Approval of legal counsel for pending burials Re: domestic partnership Item O.

PUBLIC COMMENT ON ANY AGENDA ITEM:

No public comment.

CONSENT CALENDAR:

Trustee Candy Talley asked for corrections to the minutes. Corrections as follows: Meeting start time is 5:30 not 5:00. Trustee David Nemeth made a motion to approve the consent calendar with corrections. Trustee Jim Harper seconded the motion. The next regular meeting will be August 25th, 2020.

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 was taken.

DISCUSSION/REPORT OAKHILL NICHES:

District Manager Belva Bare stated the niches are about four weeks out. Larry Moore is working on completion of the iron fencing. We will have 20 double niches and 74 singles in total.

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

Operations Manager John Anderson stated we had a few problems with one of the tractors at Calvary. Ranch Fence has begun progress on fencing for Oakhill.

DISCUSSION/REPORT OF EMPLOYEE DISCUSSION REGARDING COVID:

District Manager Belva Bare stated we will need to implement a few policies regarding Families First. There has been discussion with employees regarding child care. After a short discussion it was decided to speak to our attorney regarding the best scenario for the District and the employees. It is the employee's responsibility to investigate what is provided for them with Federal and State Agencies.

DISCUSSION/REPORT/APPROVAL OF EMERGENCY POLICIES REGARDING COVID-19:

District Manager Belva Bare stated approval is needed for this emergency policy regarding Covid-19:

Emergency Covid-19 Policy

Due to the large daily increase in Covid-19 cases Madera Cemetery District Cemetery Offices will be closed to the public effective 07-10-2020. This policy is following the Madera County Health Department recommendation. This will be a three week closure or until further notice.

Madera Cemetery District staff will be available to answer and return calls. Madera Cemetery District staff will be taking care of Pre-need and at need service arrangements.

Madera Cemetery District is only providing direct burials at this time with a maximum of 50 people or less. Graveside service time is 30 minutes.

(Direct burial i.e. no set up, no podium, no casket skirt, no sound system, no chairs, no canopy, and no greens. We will provide lowering device only)

Casket lowering/witnessing the closing of the graves will no longer be allowed.

Burial site selection will be done by appointment only, and limited to two (2) family members/friends.

All arrangements needing signatures and payment will be done by phone, email or other electronic format.

Trustee David Nemeth made a motion to approve. Trustee Candy Talley seconded the motion. Chairperson Lois Betty polled the Board for approval. Trustee Jim Harper, aye, Trustee Maurice Cappelluti, aye, Trustee Candy Talley, aye, Trustee, David Nemeth, aye. Chairperson Lois Betty, aye.

DISCUSSION/REPORT/APPROVAL ON OAKHILL CEMETERY LAND:

District Manager Belva Bare presented a letter from a company that is interested in the Westlake property. Chairperson Lois Betty this is a form letter we do not need to respond.

DISCUSSION/REPORT/APPROVAL OF CALPERS PRE FUNDING TRUST INFORMATION:

District Manager Belva Bare stated Trustee David Nemeth will be giving his opinion of the Pre Funding Trust with CalPers. Trustee David Nemeth stated this is the only way to invest other than government bonds. David stated once the money goes in, you cannot take it out except for pension obligation. In David's opinion this is something we should look at this type of Trust Funding next year. After a short discussion it was decided to review this item again next year.

DISCUSSION/REPORT/APPROVAL OF TRANSFER OF COUNTY PRE-NEED TO PRE-NEED STIFEL INVESTMENTS:

District Manager Belva Bare stated she will need approval for the County Pre-need transfer to Stifel Investments. Trustee Candy Talley made a motion to transfer County Pre-need monies to Stifel Investments. Trustee David Nemeth seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT ON LAFCO RECOMMENDATION OF IMPLEMENTING THE COUNTRY CLUB AREA INTO THE SPHERE OF INFLUENCE FOR MADERA CEMETERY DISTRICT:

District Manager Belva Bare stated she had spoken with Jerome Keene from QK Planning. Jerome stated that LAFCO is not meeting due to Covid-19. A short discussion was had.

REPORT/DISCUSSION/INFORMATION ON THE BROWN ACT ZOOM MEETING AUGUST 4TH, 2020, 9:30-11:30 PRESENTED BY ATTORNEY BOB HUNT:

District Manager Belva Bare asked who would like to attend this meeting. After a short discussion District Manager Belva Bare explained that CAPC and PCA will be providing education through Zoom throughout this year.

DISCUSSION/REPORT OF MADERA CEMETERY DISTRICT'S RECOMMENDATIONS FROM THE MADERA COUNTY HEALTH DEPT:

District Manager Belva Bare reviewed the information regarding recommendations with the Madera Cemetery District, social distancing, and masks and not to exceed 100 people.

DISCUSSION/REPORT ON MOSQUITO & VECTOR REPORT:

District Manager Belva Bare stated all is going well.

DISCUSSION/REPORT ON WESTLAKE PROPERTY:

District Manager Belva Bare stated nothing new to report.

DISCUSSION/REPORT ON CEMETERY SECURITY REPORT:

District Manager Belva Bare stated nothing to report.

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

Trustee David Nemeth stated nothing to report at this time

FILMING AT OAKHILL CEMETERY:

District Manager Belva Bare stated we have received all permits and release of liability for the filming.

LEGAL COUNCIL ON DOMESTIC PARTNERSHIPS:

District Manager stated she would like to obtain legal counsel regarding a few scenarios that we have come across regarding non-resident and another concerns. Trustee Candy Talley made a motion to contact legal counsel for advice. Trustee Jim Harper seconded the motion. All Board Members are in favor.

ADJOURNMENT: 7:18 p.m.