



MINUTES OF THE MEETING OF MAY 25TH, 2021

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY MAY 25TH, 2021 AT 5:30 P.M. AT OAKHILL CEMETERY LOCATED AT 40188 HWY 41, OAKHURST, CA. 93644

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
ROBERT ELLIS - FOREMAN

CALL TO ORDER:

Chairperson David Nemeth called the meeting to order at 3:40 P.M.

ROLL CALL OF BOARD:

Chairperson David Nemeth took roll of the Board. All Board Members were present.

PLEDGE TO THE FLAG:

Foreman Robert Ellis presented the flag.

CHANGES TO THE AGENDA IF NECESSARY:

Discussion/Report/Approval regarding sales & service increases and Calvary Niches
Trustee Candy Talley made a motion to add changes to the agenda. Trustee Jim Harper seconded the motion. All Board members were in favor.

PUBLIC COMMENT ON ANY AGENDA ITEM:

None.

CONSENT CALENDAR:

Trustee Candy Talley made a motion to approve the consent calendar & minutes. Trustee Jim

Harper seconded the motion. Next Board Meeting will be June 22nd, 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 we are ready for Memorial Day. Flags will be placed this year. Anderson stated we are still working on the Calvary Well.

DISCUSSION/REPORT ON MEMORIAL DAY:

District Manager Belva Bare stated the VFW and American Legion will be placing flags this year. Bare stated the staff will not be working and the office will continue to be closed until June 15th, 2021

DISCUSSION/REPORT/APPROVAL FOR GSRMA WITHDRAWAL LETTER FOR THE 2022-2023 YEAR:

Trustee Candy Talley made a motion to approve. Trustee Jim Harper seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT OF TREE AT RAYMOND CEMETERY:

District Manager Belva Bare reviewed pictures of a tree at the Raymond Cemetery. A discussion on replanting was had. It was decided with no irrigation and drought it would not survive. A short discussion regarding type of arbor or covering was had.

DISCUSSION/REPORT/APPROVAL OF EMPLOYEE MANUAL REGARDING GRIEVANCES AS PER ATTORNEY ROBERT HUNT:

District Manager Belva Bare stated a need for approval on a correction in the employee manual regarding grievances. Trustee Candy Talley made a motion to approve the correction. Trustee Maurice Cappelluti seconded the motion. All Board was in favor. Chairperson David Nemeth aye, Trustee Candy Talley aye, Trustee Lois Betty aye, Trustee Jim Harper aye, Trustee Maurice Cappelluti aye.

DISCUSSION/REPORT REGARDING AUDITOR INFORMATION:

District Manager Belva Bare stated we have received a letter from the State Controller's Office regarding a fine and audit because of not receiving the Controller's report in a timely manner. Bare stated she has contacted our Auditor and the State Controller's office regarding this. The State Controllers

Office stated if they receive this information in the next few days we will not be fined or audited. Our auditor is currently on vacation A message was left regarding this issue. This report should have been completed in January 2021

DISCUSSION/REPORT/APPROVAL OF BOARD OF SUPERVISORS PROPERTY TAX ADMINISTRATION COST:

District Manager Belva Bare reviewed the information regarding the Property Tax Administration. Trustee Jim Harper made a motion to approve. Trustee Candy Talley seconded the motion. All Board Members in favor.

DISCUSSION/REPORT/APPROVAL OF REVISED RANCH FENCE ESTIMATE:

District Manager Belva Bare stated the quote for Ranch Fence repair for our Oakhill Cemetery has been revised as per request of insurance company. The revision is from \$13,000.00 to \$18,349.00 for repair. Trustee Jim Harper made a motion to accept. Trustee Candy Talley seconded the motion. All Board Members were in favor.

DISCUSSION/REPORT OF QK PLANNING INFORMATION:

District Manager Belva Bare stated she would not need their services for LafCo information. Bare stated she asked QK for information regarding a placement of a cemetery in eastern Madera County. It was decided to discuss this at our Planning Meeting in November. Trustee Jim Harper asked about the non-resident for the Country Club area. Bare stated that David Braun from LafCo is working on it.

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

District Manager Belva Bare stated LafCo is still working on the Municipal Review.

DISCUSSION/REPORT COVID EXPOSURE PROCEDURES:

District Manager Belva Bare stated we had an employee whose child tested positive for Covid. We followed protocol for the employee quarantine.

DISCUSSION/REPORT OF APPRAISAL OF THE WESTLAKE PROPERTY:

District Manager Belva Bare stated we have not received any information at this point. We will continue to leave on the agenda.

DISCUSSION/REPORT ON MOSQUITO & VECTOR REPORT:

District Manager Belva Bare stated as always we are working with Mosquito Vector...

DISCUSSION/REPORT ON CEMETERY SECURITY REPORT:

We have not received a report at the time of the Board Meeting.

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

Nothing new to report as per Chairperson David Nemeth.

DISCUSSION/REPORT ON CALVARY NICHES:

Nothing new to report

DISCUSSION/REPORT/APPROVAL OF SALES AND SERVICE INCREASE FOR THE 2021-2022 YEAR:

District Manager Belva Bare stated every year we evaluate a percentage of increase for our sales and services. With this being an addition to the agenda a request was made to approve at the next Board Meeting on June 22nd, 2021. A short discussion was had regarding a 3.5 to 5 % increase for the 2021-2022 year.

ADJOURNMENT: 5:50 p.m.