



## **MINUTES OF THE MEETING OF SEPTEMBER 28TH, 2021**

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY SEPTEMBER 28TH, 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  
ARTHUR GARDNER – ASSISTANT MANAGER  
TRACY ISAAK – OFFICE TECHNICIAN  
JOHN ANDERSON – OPERATIONS MANAGER  
RONNIE RAMIREZ-SUPERINTENDENT  
ARMANDO VEGA-GROUNDSMAN II  
SANDRA WHEELER – STIFEL INVESTMENTS

### **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:**

Trustee Lois Betty presented the flag.

Chairperson David Nemeth acknowledged trustees Maurice Cappelluti and Lois Betty for 35 years of service on the Board.

### **CHANGES TO THE AGENDA IF NECESSARY:**

Addition of security cameras at Oakhill Cemetery.

### **PUBLIC COMMENT ON ANY AGENDA ITEM:**

Assistant Manager Arthur Gardner introduced himself.

### **CONSENT CALENDAR:**

Corrections to the minutes:

Trustee Lois Betty stated on the 2<sup>nd</sup> page of the minutes, it should say “per sale”.

Chairperson David Nemeth stated that on the last page on Medical Benefits, rather than saying, "After a short discussion...we can reevaluate", it should read, "After a short discussion it was decided to reevaluate this in February, 2022."

Trustee Candy Talley stated regarding the last page on West Lake Property, it should read, "...Belva Bare stated she has no information at this time." Also from Trustee Talley, regarding Medical Benefits, minutes should not say, "He has not been on retirement benefits", rather, "Belva has continued him on medical benefits."

Trustee Lois Betty moved to accept the changes. Trustee Jim Harper made a motion to second. All were in favor.

Chairperson David Nemeth stated next meeting is Oct 26, 2021.

**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 ON OPERATIONS OF MCD CEMETERIES:**

Operations Manager John Anderson stated that Oakhill cemetery has had three instances of dumping of ashes on cemetery grounds in the last month. North Fork has had bear activity because of food in the trash cans. Everything else is going well.

**DISCUSSION/REPORT BY SANDRA WHEELER OF STIFEL INVESTMENTS:**

Sandra Wheeler distributed performance reports for District investments and gave market update. Feds are trying to keep rates at 0-1/4% until 2022. Wheeler stated we are not out of the woods yet – we will see price fluctuations in our portfolio. Bonds are going down and yields are going up. CD's are picking up a little.

Sandra went over each account's values, interest income, and fluctuations in our portfolio. District will have \$180k coming due on 10/1/2021. Chairperson David Nemeth will look into it. Nemeth thanked Sandra.

**DISCUSSION/REPORT OF ADAIR & EVANS AUDIT:**

District Manager Belva Bare reported that three men from Adair Evans conducted the audit. A lot of preparations were made ahead of time. The auditors were in the office only one day. Bare reported it all went well.

**DISCUSSION/REPORT ON OAKHILL FENCE REPAIR:**

District Manager Belva Bare stated all repairs and insurance payment for Oakhill fence repair have been completed.

**DISCUSSION/REPORT OF GSRMA COVID EMPLOYEE PROTOCOL:**

District Manager Belva Bare stated GSMRA has given the District employee protocol for Covid.

**DISCUSSION/REPORT/APPROVAL OF OVERTIME ACCUMULATION-  
MAXIMUM HOURS WITH END OF YEAR COMPENSATION:**

District Manager Belva Bare suggested this topic be put on the agenda for the planning meeting to be held November 9 and 10. She suggested putting a cap on the number of accruable overtime hours and paying out at the end of the year for hours over the cap.

**DISCUSSION/REPORT OF PCA SEMINAR IN VISALIA:**

District Manager Belva Bare asked if any Board members who would like to attend the meeting in Visalia on November 3<sup>rd</sup>. None responded in the affirmative.

**DISCUSSION/REPORT OF CALVARY NICHES:**

District Manager Belva Bare reported that Larry Moore has informed her that the niches are still on their way. Logistics and labor problems are delaying production and shipping.

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

District Manager Belva Bare discussed the LAFCO Municipal Service Review. LAFCO suggests MCD work with Chowchilla Cemetery District and trade property with them. After a short discussion, suggestions were made regarding talking to LAFCO and Chowchilla together and reviewing the Health and Safety Code. It was decided to contact LAFCO’s David Braun regarding going forward.

**DISCUSSION/REPORT OF APPRAISAL OF WESTLAKE PROPERTY:**

District Manager Belva Bare said there is nothing new to report.

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

District Manager Belva Bare stated all is going well.

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

District Manager Belva Bare said there was one incident at Calvary over the weekend that was addressed.

District Manager Belva Bare reported that Operations Manager John Anderson has discussed installing security cameras at Oakhill Cemetery with the same people the District has used before.

Bare discussed posting signs at Oakhill to prohibit the dumping of ashes on cemetery grounds. Trustee Jim Harper suggested bringing this problem up at the upcoming CAPC conference to see how others have handled this.

There was a discussion about the replacement and security of the donation box at the Little Church in Oakhill Cemetery. Maybe a metal mailbox or a slot that leads to a secure box beneath the floor would work, along with cameras and a sign.

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

Chairperson David Nemeth will talk with Sandra Wheeler about the money coming due October 1.

**ADJOURNMENT:** 7:45 p.m.