

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of September 18, 2019

CALL TO ORDER: The meeting was called to order by Chair Karen Kaua at 7:15 PM in the Murphys Historical School. Present were Trustees Jeff St. Louis, Kristi Darby, Maureen Elliott, Karen Kaua. Absent was trustee Patti Cripe. **QUORUM:** A quorum of four board members was present.

PUBLIC COMMENTS: None

MINUTES: Darby moved to accept the Minutes of the Regular meeting of August 21, 2019. The motion was seconded by St. Louis and passed 4/0.

CORRESPONDENCE:

Elliott told the board that SDRMA had sent a refund check for \$157.76 on overpayment of worker comp premium.

OLD BUSINESS:

1. Swift Signs installed the signs at the entry and on the building.
2. Elliott told the board that Guy Jordan will do the graveling of the shoulders of our roads but that he also felt that some roads also needed more gravel before winter. Darby moved that Guy Jordan be asked to bid graveling the roads and shoulders of the roads as needed and to also have him bid any other road work that appears to need attention. St. Louis seconded the motion and it passed 4/0.
3. Darby reported that she had spoken to Mrs Guitteriez and that the caretaker told her it was alright to place the bench on cemetery land. She is also the person who paid for the plots when her parents died so felt she could bury her husband in one of the vacant plots. She will be obtaining the burial permit for her husband and send it to the district.
4. Elliott reported that the WellComp Statement of Compliance had been returned by the PO as undeliverable so she scanned it and emailed it to the email address on the form.

NEW BUSINESS:

1. Discussion was held on 3 benches placed in the cemetery by members of the public. The Guitteriez bench has been accepted and St. Louis will move the Jiminez bench to a suitable location. The Berry bench is not of acceptable material so a letter will be sent to the plot owner to inform them that it will need to be removed.
2. Elliott reported that a misunderstanding had arisen over ownership of 3 plots. It had appeared that they belonged to the Wm Allen family but the Emerson family states that they purchased 6 plots and that the 3 vacant plots are theirs. No receipt for any plots for the Emerson family can be found, but the Allen family is not claiming ownership. Darby moved that we approve the claim of the Emerson family to the 3 plots. St. Louis seconded the motion and the motion passed 4/0
3. Discussion was held on putting additional information on the website about pioneers buried in the cemetery, similar to what the IOOF cemetery in Sonora does. Kaua moved that as Elliott had time that she put that type of information on the website. Darby seconded the motion and it passed 4/0
4. Monthly safety brochure: "Target Zero" was discussed and will be provided to the groundskeeper

FINANCIAL REPORTS

1. County financial reports: July 31, 2019 reports
2. Budget vs Actuals and Itemized Category Reports YTD July 31, 2019
3. Invoices: Invoices were presented for: AT&T in the amount of \$ \$4.64 due 9/22/2019 for the phone book listing and \$49.16 due 9/17/2019 for phone service; Swift Signs \$1105.75 for 2 signs; Cal Waste \$21.71 for bin rent; Maureen Elliott \$242. 08 for reimbursement for purchase of 6 traffic cones. Kaua moved that all invoices be approved for payment and taken to the County Auditor. Elliott seconded the motion and the motion passed 4/0.

GROUNDSKEEPER REPORT: The groundskeeper sent an emailed resignation. It states that he will remain until the end of October at least and could remain longer if needed. After discussion, St. Louis moved that the resignation be accepted effective Oct 31, 2019 and that the board chair should send a letter thanking the groundskeeper for his years of excellent service to the District. Kaua seconded the motion and the motion passed 4/0

The board requested that Elliott arrange for ads to be placed for a new groundskeeper with a deadline of Oct 15, 2019 for any applications to be returned. The board will review applications at the next board meeting. Salary to be offered in the range of \$15-\$19 per hour, depending on experience.

The time sheets for last month were reviewed by the board

TRUSTEE REPORTS/ITEMS OF INTEREST: St. Louis told the board he would be out of the state from Oct 19 thru November 4. Because of this he would be unavailable to participate in interviewing job applicants during that time frame.

DATE OF NEXT MEETING: October 16, 2019 at 7PM

ADJOURNMENT: Elliott moved that the meeting be adjourned. Darby seconded the motion and the motion passed 4/0. The meeting adjourned at 10:01 PM