

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of February 17, 2021

CALL TO ORDER: The meeting was called to order by Chair Karen Kaua at 7:02 PM in the Murphys Historical School. Present were Trustees Jeff St. Louis, Pattie Cripe, Maureen Elliott, Karen Kaua, Kristi Darby. Also present was Alan Leavitt.

QUORUM: A quorum of four board members was present at 7PM with Kaua arriving at 7:18PM. Alan Leavitt was also present

SWEARING IN OF BOARD MEMBERS: Kristi Darby gave the Oath of Office to St. Louis, Elliott and Cripe
APPOINTMENT OF NEW OFFICERS FOR THE 2021 YEAR: Elliott moved that that the officers from 2020 retain their seats for the 2021 year. Darby seconded it and the motion passed 4/0

PUBLIC COMMENTS: None

Darby moved that Item 1 under New Business by moved and discussed immediately so that Mr. Leavitt would not have to remain through the rest of the meeting. Elliott seconded the motion and it passed 4/0: Alan Leavitt presented the lowest bid from D Fenceman. The Cemetery District share of the new fencing would be about \$3,700. Mr. Leavitt also presented a License Agreement for the board to review that would provide them access to the portion of the cemetery land that would be on the other side of the fence and also forms an agreement that at any time the District can opt to move the fence down to their property line. The new fence would include a gate so the District can access their portion of land behind the fence. Elliott moved that the District accept the bid and that Alan Leavitt would monitor the contractor. Kaua seconded the motion and it passed 5/0

APPROVAL OF MINUTES: St. Louis moved that the Minutes of November 18, 2020 be approved as presented. Darby seconded the motion and the motion passed 5/0

CORRESPONDENCE:

1. Elliott reported on the SDRMA Worker Comp Renewal Questionnaire for 2021-22. She will take care of responding to the questionnaire.
2. CSDA call for Nomination for a seat on the CSDA Board of Directors. No action taken.
3. LAFCO ballot for Independent Special District Rep on LAFCO. The board voted for Jon Dashner and Debra Sellick.
4. SDRMA Board of Director nominations. No one on the board was interested in running for a position on the SDRMA board.
5. CAPCA ballot: The ballot had 5 candidates for 5 seats so the board approved all 5 candidates.
- 6, State Controller Government Compensation Report: It is due by April 30. Elliott will complete and submit.

GROUNDSKEEPER REPORT:

The groundskeeper did not send a written report. Elliott told the board that none of the companies that were asked to bid on chipping the brush piles ever provided a bid. The Groundskeeper has suggested that he start burning the brush in small piles. Elliott felt that he was competent to handle burning safely and suggested the board approve having Bob Wetzel work also on the days that burning was being done. Kaua moved that permits for burning be obtained and that both Garrison and Wetzel work together on the burning with any large pieces of wood being hauled to the landfill. Darby seconded the motion and it passed 5/0

OLD BUSINESS:

1. The Districts Corona Virus Restrictions were reviewed. Darby moved that the current restrictions remain in place until the board feels that restrictions are no longer needed. St. Louis seconded the motion and it passed 5/0
2. Discussion was held on what should be provided in the binders to be provided to all board members. Darby moved the binders should have cemetery plot maps, copies of all policies and cemetery laws etc . St. Louis seconded the motion and it passed 5/0
4. Entry gate power issues were discussed. The gate closes every time we lose power and will only open to allow cars out using the battery power but not to allow vehicles in. There does not seem to be a way to not have this happen and Valley Entry Systems does not have a solution to share.

NEW BUSINESS:

1. Monthly safety brochures: “Real Life-Bloodborne Pathogens”; “Emergency Evacuation-Getting Out Alive” and “Slips, Trips and Falls” were discussed and will be provided to the groundskeeper
2. Several of the grave sunk after the last storm. The groundskeeper with fill them with dirt.
3. Angels Pest Co. did the weed spraying on Feb. 4th.

FINANCIAL REPORTS

1. County financial reports YTD December 31, 2020 report was presented.
 2. Budget vs Actuals and Itemized Category Reports YTD December 31, 2020 were presented.
 4. Invoices: Invoices were presented for:
 - a. AT&T wireless service: \$80.88 due 12/17/2020; \$81.01 due 1/17/2021 & \$81.05 due 2/17/2021.
 - b. AT&T for phone book listing: \$ \$4.67 due 12/23/2020; \$4.62 due 1/25/2021 & \$4.67 due 2/22/2021.
 - c. CalWaste for bin rent: \$22.45 each month for December, January and February.
 - d. Digital Deployment \$600 for Streamline website.
 - e. Jeff Garrison \$17.19 for equipment fuel; \$30 for saw blade sharpening costs; \$74.97 for supplies from Calaveras Lumber.
 - f. Maureen Elliott \$1712.46 for laptop computer and software purchases.
 - g. Angels Pest Control \$2,600 for weed spraying.
- St. Louis moved to approve the warrants for payment. Kaua seconded the motion and it passed 5/0.

TRUSTEE REPORTS/ITEMS OF INTEREST: Elliott showed the board members a note left on the maintenance building door concerning the grave of Arleen Cook. The daughter of the deceased visited the grave and said items had been removed from the grave and were found in the trash can. The note ended with the words “Please do not do this again or I will end you!” This was definitely some type of implied threat but without knowing the name of the note writer, it appears that there is nothing that can be done.

DATE OF NEXT MEETING: The next meeting will be held on May 19, 2021

ADJOURNMENT: St; Louis moved that the meeting be adjourned. Darby seconded the motion and the motion passed 5/0. The meeting adjourned at 9:36 PM