

**AGENDA**  
MURPHYS CEMETERY DISTRICT  
REGULAR MEETING September 16, 2020  
THIS MEETING WILL BE HELD IN THE MURPHYS HISTORIC SCHOOL ON JONES STREET AT  
7PM

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Murphys Cemetery \*District at (209)728-2387 at least 48 hours prior to the start of the meeting. Notification in advance will allow reasonable arrangements to be made to ensure accessibility to this meeting. Government Code §54954.2(a)

The agenda is available for public review at <http://murphyscemetery.com>

**CALL TO ORDER:**

**PUBLIC COMMENT**

Any item of interest that is within the jurisdiction of the Murphys Cemetery District and is not posted on the Regular agenda may be addressed during the Public Comment period. California law prohibits the District from taking action on any matter which is not posted on the agenda unless it is determined to be an emergency by the District. The Public Comment period shall not exceed a total of 15 minutes. If Public Comment is completed before the end of the 15 minute allotted time period, the Board may immediately move to the Regular Agenda. Each speaker is to limit their remarks to no more than 5 minutes unless further time is granted by the Chairperson.

**REGULAR AGENDA**

If you wish to address the District on an agenda item, please make that request of the Chairperson when that Agenda item is introduced. You may give your name if you choose to do so. Time limits are 5 minutes per person on any agenda item.

**APPROVAL OF MINUTES:** Regular Meeting held on June 17, 2020. Due to the Corona Virus, no board meetings were held in July or August of 2020.

**CORRESPONDENCE:**

1. SDRMA worker comp insurance refund of \$403.51

**GROUNDSKEEPER REPORT:**

1. Use of Temp worker Bob Wetzel.
2. Purchase of trailer balls

**OLD BUSINESS**

1. Sexual Harassment Prevention training certificates (1 Trustee)
2. Ethics Training certificates. (3 Trustees)
3. Review of cemetery's Corona Virus restrictions.
4. Discussion on future district needs
  - a. Should board members be provided with informational binders with policy manuals, maps etc?
  - b. Should copies of all keys be provided to every board member?
  - c. Keeping track of dates for renewing Ethics, Sexual Harassment and other training
  - d. Other ideas?
5. Tennis Club wall construction.
6. CalPers
7. Hiring a chipping company to remove the brush piles

## **NEW BUSINESS**

1. Monthly Safety Brochures: “Pro-Active Safety Attitude”; “Office Ergnomics”; “Driven to Distraction”
2. Deferred payroll tax deductions
3. SDRMA Annual Payroll Reconciliation submitted August 17<sup>th</sup>, 2020
4. Purchase of new cell phone for the District
5. Discussion and possible action on current Groundskeeper’s salary range.
6. Cemetery gate repair discussion.

## **FINANCIAL REPORTS**

1. County financials: YTD June 30, 2020
2. Budget vs Actuals and Itemized Category reports: YTD June 30, 2020
3. 2020-21 Final Budget approval
4. Annual CA State Controller Financial Transaction and Compensation Report.
5. Invoices:
  - a. AT&T for wireless service \$65.72 due 7/17/2020; \$65.39 due 8/17/2020; \$114.10 due 9/17/2020
  - b. AT&T for phone book listing \$4.61 due 7/23/2020; \$4.61 due 8/24/2020 and \$4.61 due 9/23/2020
  - c. Cal-Waste \$21.71 bin rent for July; \$22.45 bin rent for August; \$22.45 bin rent for September
  - e. Reimburse Maureen Elliott \$97.64 for new District cell phone
  - f. Reimburse Bob Wetzel \$18.32 and \$26.93 for trailer hitch balls in different sizes.
  - g. Refund Robert Buchanan III \$450 for his plot in Buena Vista Cemetery.
  - h. Other invoices
6. Pre-signing of warrants to pay bills during next few months.

## **TRUSTEE’S REPORTS AND ITEMS OF INTEREST:**

1. Date of first Easter Service in the Cemetery.

**DATE OF NEXT MEETING:** To Be Decided

## **ADJOURNMENT**