

**MURPHYS CEMETERY DISTRICT**  
Minutes of the Board of Directors meeting of May 19, 2021

**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, Pattie Cripe, Maureen Elliott, Karen Kaua, Kristi Darby.

**QUORUM:** A quorum of five board members was present.

**PUBLIC COMMENTS:** None

**APPROVAL OF MINUTES:** St. Louis moved that the Minutes of February 17, 2021 be approved as presented. No meetings were held in March or April of 2021. Darby moved that the minutes be accepted as presented. Cripe seconded the motion and the motion passed 5/0

**CORRESPONDENCE:**

1. Brown Act Training power-point presentation and quiz. To be done by board members at home.
2. SDRMA estimates on insurance are higher than last year.
3. COVID 2021 report on paid sick leave was presented. It does not include the District due to our low number of employees
4. LAFCO notice of public hearing on their proposed budget. No action needed
5. Public records request. This is being handled by County Counsel.

**GROUNDSKEEPER REPORT:**

The groundskeeper did not send a written report. Elliott reported that they are doing burning as it is possible and taking the rest of the debris to the landfill.

**OLD BUSINESS:**

1. The Districts Corona Virus Restrictions were reviewed. Darby moved that the current restrictions remain in place until the State removes restrictions as is proposed on June 15. St. Louis seconded the motion and it passed 5/0
2. All board members were given a binder with cemetery handbooks, CA laws and maps of the cemetery in them among other items.
3. The new fence installation was reviewed and all agreed the work was done well.
4. Form 700 were required to be filled out in April. None of the board members brought theirs with them and they requested that Elliott email them another copy to fill out.

**NEW BUSINESS:**

1. Monthly safety brochures: "Heat Stress-Code Red"; "Housekeeping-A Clean Place is a Safe Place" and "It's About Respect" were discussed and will be provided to the groundskeeper
2. Discussion was held on opening up the new area of the cemetery for burials. Elliott pointed out that all the plots had been set out as 10x10 and there is a large need for cremain plots that was not included. Also the road at the top has a dangerous hill going down and perhaps it could be improved. Darby offered to get a copy of the original maps of the new area made for each board member and get one to each of them so they can go to the area and review the issues before the next board meeting.
3. The county preliminary budget suggestion was reviewed. St. Louis moved that the District accept the county suggestion on the preliminary budget, Darby seconded the motion and it passed 5/0
4. The County Auditor required signature authorization resolution was approved.
5. CAPC report on "Who Can You Inter" was reviewed and it was suggested it be added to the new binders.
6. Elliott reported that there is a need for more cremain plots. She found room for 4 additional ones recently but 3 of them are already sold. She asked all the trustees to keep their eyes open for vacant spots that might be large enough to hold a cremain plot.

**FINANCIAL REPORTS**

1. County financial reports YTD March 31, 2020 report was presented.
2. Budget vs Actuals and Itemized Category Reports YTD March 31, 2020 were presented.
4. Invoices: Invoices were presented for:
  - a. AT&T wireless service: \$81.05 due 3/17/2021; \$81.05 due 4/17/2021 & \$81.17 due 5/17/2021.
  - b. AT&T for phone book listing: \$ \$9.34 due 3/22/2021 for 2 months service; \$4.67 due 4/22/2021 & \$4.67 due 5/22/2021.
  - c. CalWaste for bin rent: \$22.45 each month for March, April and May

- d. Reimburse Maureen Elliott \$115.88 for copies for new binders; \$12.27 for Air Quality Control Permit and \$10 for DMV renewal of trailer permit.
  - e. Reimburse Jeff Garrison \$71.63 for garden Hoses and landfill fees; \$51.71 for trailer light purchase; \$95.20 for Landfill fees and mileage; \$119.52 for landfill fees and mileage.
  - f. Reimburse Alan Leavitt \$3,664 for cemetery's share of fence installation
  - g. Valley Entry Systems \$525 for gate repairs done in 2020.
- Darby moved to approve the warrants for payment. Cripe seconded the motion and it passed 5/0.

**TRUSTEE REPORTS/ITEMS OF INTEREST:** Elliott showed the board a report on crematories recycling of metal from bodies.

**DATE OF NEXT MEETING:** The next meeting will be held on August 18, 2021

**ADJOURNMENT:** St; Louis moved that the meeting be adjourned. Darby seconded the motion and the motion passed 5/0. The meeting adjourned at 9:57 PM