

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of August 18, 2021

CALL TO ORDER: The meeting was called to order by Chair Karen Kaua at 7:09 PM in the Murphys Historical School. Present were Trustees Jeff St. Louis, Pattie Cripe, Maureen Elliott, Karen Kaua. Absent: Kristi Darby.

QUORUM: A quorum of four board members was present.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: St. Louis moved that the Minutes of May 19, 2021 be approved as presented. No meetings were held in June or July of 2021. Cripe seconded the motion and the motion passed 4/0

CORRESPONDENCE:

1. SDRMA Annual Payroll Compensation Report. Elliott reported that it was completed and acknowledged by SDRMA.
2. CAPC Annual Education Seminar scheduled. No action was taken.
3. Elliott reported that SDRMA will require all districts to join Alliant Cybersecurity to continue getting insurance from SDRMA in 2022.

GROUNDSKEEPER REPORT:

The groundskeeper did not send a written report. Elliott reported that they made 36 trips to the landfill over 3 months and that the board should consider the cost of these trips in the 2021-22 budget.

OLD BUSINESS:

1. The Districts Corona Virus Restrictions were reviewed and will remain as posted on the website at this time.
2. Form 700 were required to be filled out in April but were not provided to the District. Kaua brought her completed form and turned it in.
3. Discussion continued on opening the new area for burials. The work will require moving a section of the already mapped road, removing a large amount of brush, installing a water system and plotting of burial spaces. Cripe moved that up to \$50,000 be budgeted for this work. St. Lois seconded the motion and it passed 4/0. Also discussed was the possible installation of columbariums to extend the life of existing burial space. Elliott will do some research and report at the next board meeting.

NEW BUSINESS:

1. Monthly safety brochure: "Work Place Violence" was discussed and will be provided to the groundskeeper. Elliott reported that this is the last one that will be mailed to the district but they would be available on the SDRMA Member Portal for review in coming months.
2. A note was received from a person wanting to volunteer to do work in the cemetery. Not action was taken.
3. Elliott reported that DMV had earlier sent a fee invoice for a trailer that was paid and another invoice just arrived for a trailer. On review, Elliott released the first bill was for the trailer stolen in 2016 so this 2nd bill for the currently owned trailer must be paid also. They are only \$10 each.
4. A.T & T is going to raise the cost of the cell phone by about \$10 monthly.
5. Streamline Website Service will no longer be affiliated with SDRMA but they state that their service and rates will remain the same for now.
- 6, Sheriff DeBasilio stated at a public meeting that CA has a "Right to Rest" law SB 608 allowing homeless the right to rest in public areas. If anyone wishes to give the sheriff department permission to remove homeless campers from their property, they must a "602 Letter" on trespassing. Kaua moved that the District sent a "602 Letter" to the sheriff. Cripe seconded the motion and it passed 4/0.
7. Discussion was held on changing some of the remaining available plots in Section 6 to cremain plots.
8. An update on the two broken pipes in the cemetery was given. Both breaks were taken care of by Angels Sewer & Drain.
9. A discussion was held on the current salary levels of the Groundskeeper and the Assistant Groundskeeper. St. Louis moved the hourly salary of the Groundskeeper be raised to \$20 per hour and the Assistant Groundskeeper salary be raised to \$18 per hour effective on September 1, 2021. Cripe seconded the motion and it passed 4/0
10. Discussion was held on adding a section to the Board Handbook on the non-partisan political position of a Special District Board. Kaua moved that this be done and the motion was seconded by Elliott and passed 4/0

FINANCIAL REPORTS

1. County financial reports YTD May 30, 2021 report was presented.
2. Budget vs Actuals and Itemized Category Reports YTD May 30, 2021 was- presented.

3. 2021-22 Final Budget Discussion: Elliott moved that the final budget be approved as presented and submitted to the County Auditor. Kaua seconded the motion and it passed 4/0

4. Invoices were presented for:

- a. AT&T wireless service: \$81.17 due 6/17/2021; \$81.17 due 7/17/2021 & \$81.05 due 8/17/2021.
- b. AT&T for phone book listing: \$ \$4.67 due 6/22/2021; \$4.67 due 7/22/2021 & \$4.67 due 8/22/2021.
- c. CalWaste for bin rent: \$22.45 each month for June, July & August and for \$32.11 for emptying the bin.
- d. SDRMA \$5,903.14 for Worker Comp and \$3,251.75 for Liability insurance.
- e. Reimburse Robert Wetzel \$92.04.80 for landfill fees and mileage costs.
- f. Foothill Portable Toilets \$85 for pumping
- g. Reimburse Jeff Garrison \$389.42 for landfill fees, mileage costs and for a trailer part.
- h. Reimburse Maureen Elliott \$24.24 for copies of the maps of the new section.
- i. DMV \$10 for a 5 year trailer fee
- j. Other invoices: None

TRUSTEE REPORTS/ITEMS OF INTEREST: None

DATE OF NEXT MEETING: The next meeting will be held on November 17, 2021

ADJOURNMENT: St; Louis moved that the meeting be adjourned. Elliott seconded the motion and the motion passed 4/0. The meeting adjourned at 9:09 PM