

## MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors Meeting Thursday, March 19, 2026

**CALL TO ORDER:** The meeting was called to order at 6 P.M. by Chair Jeff St. Louis in the EPVMD Hall AKA The Lion's Hut at 99 School Street, Murphys, CA. Present were Trustees Karen Kaua, Jackie Reeves, Jeff St. Louis, and Kimberly Trent. Patti Cripe was absent.

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

**PUBLIC COMMENTS:** None.

### REGULAR AGENDA:

#### APPROVAL OF MINUTES:

A motion by Trent to approve the minutes for January 15, 2026. Second: Reeves. Motion passed: 4/0.

**GROUNDSKEEPER REPORT:** Groundskeeper Jeff Garrison updated the board on the following: New tires are needed for the tractor. Tree work needs to be done and bids were presented. Pipes and fixtures are being repaired. Weeds and grasses are being cut. Additional trash cans would help the clearing work. Vandals in the cemetery have driven over water diversion efforts and have shot at a sign in the cemetery.

#### CORRESPONDENCE:

1. 2025 Gov't Compensation in California Report has been submitted by Trent.
2. Per SB 827 New Training Requirements, board members are to complete ethics training and fiscal & financial training. Trainings to be completed this year are available through CSDA.
3. CalSavers registration deadline missed. Trent has been in communication with CalSavers and with the County Auditor trying to solve this.
4. SDRMA California Labor Law Poster has been posted in the maintenance shed.
5. CSDA BOD call for nominations by April 10, 2026 received. No action to be taken by the board.
6. IRS notice CP148B has been resolved.
7. Streamline notice: SB272 reminder received. Trent and Reeves to research compliance.
8. Letter of resignation received from board member Patti Cripe.
9. Inquiry received from Jo Sublett about a memorial for a historic burial.

#### OLD BUSINESS

1. Eagle Scout Flag Pole project updates: Kaua is working with the Scout to complete forms to be submitted to the County.

2. Cal-Waste yard waste bin rental and billing discussed with no action to be taken at this time.
3. Recent gate repair after 2/12/26 malfunction and future maintenance was discussed. Motion by Kaua and seconded by Trent for Trent to contact vendor about gate repair bid. Motion passed: 4/0.
4. Easement was discussed. Kaua has been talking with title company about easements to cemetery property.
5. CSDA update on new laws in 2026 regarding employee files presented by St. Louis.

### **NEW BUSINESS**

1. Open board member position due to Cripe resignation. Motion by Kaua to accept Cripe's resignation. Seconded by Reeves. Motion passed: 4/0. Trent to notify County Supervisors' Office of vacancy.
2. Some headstones and markers are needing repair. Budget funds have been allocated for this. Motion by Trent for Reeves to contact Boone Memorial about repairs, starting in the Center Section. Seconded by Kaua. Motion passed: 4/0.
3. Tree work bids were presented and discussed. Motion by Trent to begin work with A-1. Seconded by Kaua. Motion passed: 3/0 with 1 abstain. Kaua to contact A-1.
4. Tractor tires are needed. Bids presented & discussed. Motion by St. Louis to purchase 2 tractor tires. Seconded by Kaua. Motion passed: 4/0. Kaua to contact vendor.
5. Completed Form 700 copies are to be retained. Trent has collected the form from all active board members.
6. Discussion of work shed office clean up.

### **FINANCIAL REPORTS:**

1. County financials: YTD December 31, 2025
2. Budget v. Actuals and Itemized Category reports: YTD December 31, 2025
3. Invoices:
  - a. AT&T wireless \$167.78 invoices 2/11/26-3/2/26
  - b. AT&T phone book \$8.92 invoices 2/11/26-3/12/26
  - c. Cal-Waste for monthly bin rental & service \$158.06 invoices 1/6/26-3/12/26
  - d. Cal-Waste yard waste (7swaps x 5yd) \$1804.11 invoices 2/11/26-3/12/26
  - e. Garrison reimbursements 1/16/26-3/2/26: mileage \$21.03, materials \$159.49
  - f. Angels Pest Control (weed suppression) \$2600 1/21/26
  - g. Sierra Foothill Fire Extinguisher (service) \$54.69 3/2/26
  - h. Kaua reimbursement (fire permit) \$12 3/2/26

Invoices on agenda were presented and approved on a motion made by St. Louis and seconded by Reeves. The motion passed 4/0.

**TRUSTEE'S ANNOUNCEMENTS IN COMPLIANCE WITH GOVT. CODE § 53232.3(D)**, Board members may provide brief reports on any meetings attended at the expense of the local agency, and may make other announcements with no discussion or action to be taken. Trent provided Kaua with necessary blank forms for employee time sheets, mileage reimbursement, and warrants.

**DATE OF NEXT MEETING:** Thursday, May 21, 2026 at 6 P.M.

**ADJOURNMENT:** Motion to adjourn by St. Louis was seconded by Kaua. The motion passed 4 / 0. Meeting adjourned at 8:04 P.M.