MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting Thursday, May 15, 2025

CALL TO ORDER: The meeting was called to order at 7 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, Patti Cripe. Kimberly Trent was absent.

QUORUM: A quorum of 4 board members was present.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Corrected minutes for February 20, 2025 were reviewed and approved. Motion by Kaua to approve the revised 2/20/25 minutes. Second by Reeves. Motion passed 4/0. Minutes for special meeting March 9, 2025 were reviewed and approved. A motion by St. Louis to approve the 3/9/25 minutes. Second by Cripe. Motion passed 4/0. Trent to upload minutes to website.

CORRESPONDENCE:
1. 2024 Government Compensation in California Report (GCC) was presented. Trent submitted the completed report electronically 3/15/25.

OLD BUSINESS
1. Discussion of installation of the water system for the new area. Kaua to call and secure date of work to be done.
2. Update on A-1 tree service: work completed.
3. Discussion of Form 700 Financial Interest reports (due April 2025 hard copies must be retained). Trent has received hard copies from Trent, Kaua, Reeves. St. Louis & Cripe to submit copies to Trent.
4. Recap of cemetery cleanup day 4/26/25: 15 volunteers from the community (including Open Door Church) came to assist board members Kaua, Reeves, and Trent. Work was done from 8:30-11 A.M. followed by hot dogs and drinks.

NEW BUSINESS
1. The board discussed, voted and completed required paperwork for the recommended budget information packet to be returned to the County by 6/16/2025. Trent to submit completed documents.
    a. Resolution 2025-001 establishing MCD authorized signatures.
    Motion by St. Louis to pass resolution 2025-001, second by Cripe. 4 ayes, no noes, Trent absent.
    b. District Signature Authorization form was completed and signed.
    c. District Board Member List was completed.
    d. Recommended Budget Attestation was passed with 4 ayes, no noes, Trent absent.
    e. Resolution 2025-002 was passed authorizing the Calaveras County Auditor's office to make appropriate interclass budget transfers to overdrawn expense accounts in order to close the fiscal year. Motion by St. Louis, seconded by Cripe. The resolution passed 4/0, Trent absent.

2. Discussion of Veterans Day flag placement. Board members along with volunteers (Girl Scouts, Lions Club, etc.) to place American flags on gravesites of veterans on May 21st and 22nd in advance of the Memorial Day holiday.

3. Discussion of cemetery cleanup efforts with help from the Conservation Camp Crew. A motion was made by Kaua, seconded by Cripe to contact the CCC to secure their help. The motion passed 4/0. Kaua to reach out to CCC.

4. Discussion of purchases for groundskeeper including:
    a. Tires for the trailer, quote $353.22 price may have increased since quote
    b. 4-8 bags @ approximately $17 each of asphalt to make minor repairs to edges of road ways, to be purchased at the Red Store where we have an account.

    Motion by Reeves, second by Cripe to purchase 2 new tires for trailer and 4-8 bags of concrete. Motion passed: 4/0.

GROUNDSKEEPER REPORT: None

FINANCIAL REPORTS:

1. County financials: YTD February, 2025 were presented.
2. Budget v. Actuals and Itemized Category reports: YTD February 2025 were presented.
3. Invoices as listed on the Agenda were presented and approved. Motion by Cripe, seconded by Kaua. The motion passed 4/0.
    a. AT&T wireless $83.04 2/5/25; $82.97 3/12/25;
    b. AT&T phone book $4.43 2/19/25; $4.43 3/12/25;
    c. Cal-Waste for monthly bin rental $27.94 2/19/25 and 3/12/25
    d. Garrison reimbursements: mileage $56.00, dump $12, O'Reilly's (tow light) $59.80 February 2025; mileage $59.50, dump $30 March 2025; mileage $21.70, dump $6.00 April 2025.
    e. Kaua reimbursements: Go-Daddy 2 year fee $44.34, hardware (keys) $22.18 2/26/25.

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.

1. A special meeting may be required to approve the 2025-2026 budget once all financial documents are received from the County.
2. Board members would like to discuss board meeting times and frequency.

DATE OF NEXT MEETING: Thursday, August 21, 2025

ADJOURNMENT: Motion to adjourn by St. Louis. Seconded by Kaua. The motion passed 4/0. Meeting adjourned at 8:34 P.M.