Minutes
MURPHYS CEMETERY DISTRICT
REGULAR MEETING Thursday, **August 21, 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, and Kimberly Trent. Patti Cripe was absent.

QUORUM: A quorum of 4 board members was present.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Motion by Kaua to approve 5/15/25 minutes, seconded by Reeves. Motion passed 4/0. Motion by Kaua to approve 6/18/25 minutes, seconded by Reeves. Motion passed 4/0. Motion by Kaua to approve 7/9/25 minutes as amended, seconded by Trent. Motion passed 4/0. Trent will upload approved minutes to website.

CORRESPONDENCE:
1. SDRMA Board of Directors Election due by September 22, 2025. Motion by Kaua not to vote in this election, seconded by Trent. Motion passed 4/0.
2. CSDA Board of Directors Election deadline missed July 25,2025.
3. Recognition received from SDRMA regarding claims for the years 2020-2025.
4. Donation received from the Sears family.

OLD BUSINESS
1. Update on installation of water system for the new area. Work expected to begin in August. Kaua to follow up.
2. Update on A-1 tree service. Work completed.
3. Update on Form 700 Financial Interest reports which were due by April and hard copies must be retained. Waiting on copy from one board member.
4.Update on Conservation Camp Crew help with cemetery cleanup. We're on their list for help with cleanup. Will wait to hear from them.

NEW BUSINESS
1. Plot sales

Motion by Trent, seconded by Kaua to hold a special meeting Monday, August 25,2025 to assess pins and plots. Motion passed 4/0.

a. Discussed potential plot sales in new section of cemetery.
b. Discussed relinquishing unused plots. Motion by Reeves to refund client for relinquishing plot seconded by Trent. Motion passed 4/0.
c. Discussion of special circumstances for a non-resident plot sale. Motion by Kaua to sell plots to said non-resident seconded by Reeves. Motion passed 4/0.

2. Meeting times & Frequency. Discussion of how best to accomplish responsibilities.

Motion by Trent, seconded by Reeves to change meeting times to 6pm rather than 7pm. Motion passed 4/0. Motion by Reeves, seconded by Kaua to begin meeting every other month beginning September 18, 2025. Motion passed 4/0.

3. Discussed the need for a special Meeting for 2025-2026 budget approval. No action taken. The newly approved meeting schedule (New Business #2) will be sufficient.

4. Discussed the possibility of cemetery mapping programs. No action taken at this time.

5. Discussed mileage reimbursements. Motion by Trent to reimburse Kaua for mileage related to board business (retroactively to June 2025). Seconded by Reeves. Motion passed: 4/0.

6. Dump fees discussed. No action taken.

GROUNDSKEEPER REPORT: None

FINANCIAL REPORTS:

1. County financials: YTD May, 2025 presented.
2. Budget v. Actuals and Itemized Category reports: YTD May 2025 presented.
3. Invoices:
    a. AT&T wireless $99.20 4/9/25; $98.00 5/12/25; $97.79 6/11/25; $82.79 7/5/25; $98.96 8/4/25
    b. AT&T phone book $4.43 4/9/25; $4.43 5/16/25; $4.43 6/11/25; $4.43 7/10/25; $4/43 8/13/25
    c. Cal-Waste for monthly bin rental & empty: $67.62 4/9/25; bin rental: $27.94 5/16/25, 6/11/25, 7/16/25, and bin rental & empty $68.57 8/13/25
    d. Garrison reimbursements: mileage reimbursement $383.50 April- August 18, 2025; dump $156.00 April- August 18, 2025; misc $115 (chainsaw repair & fuel, parts for trailer)
    e. Kaua reimbursements: $20.59 (spray paint & flags) April- July 2025
    f. Angels Pest Control $2600 (March 2025)
    g. A-1 Tree Service tree clearing $2600 (March 2025)
    h. Hammer Down (tires for trailer) $375.21 (June 2025)
    i. SDRMA liability insurance $3542.48 (June 2025)
    j. SDRMA workers compensation $1546.90 (June 2025)
    k. Cal Pers (annual fee) $50 (July 2025)
    l. Plot return $450 (July 2025)

Invoices were presented and approved for payment on a motion made by Kaua 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.

1. For discussion at a future meeting: how best to proceed with proposed Boy Scout project for installing a flag pole.
2. For discussion at a future meeting: how to better divide tasks among all the board members.

DATE OF NEXT MEETING: Special meeting Monday, August 25, 2025. Regular meeting Thursday, September 18th, 2025.

ADJOURNMENT: Motion to adjourn by Kaua, seconded by Reeves to adjourn. Motion passed 4/0. Meeting adjourned at 8:55 P.M.