

COLUSA CEMETERY DISTRICT  
District Office  
1974 Wilson Ave., Colusa, CA 95932  
January 7, 2019  
6:00 p.m.

The regular meeting of January 7, 2019 of the Colusa Cemetery District was called to order by Chair Frank Miller at 6:00 p.m. Present: Chair Frank Miller, Trustee William Sterk, Trustee Wendy MacKaben and Vice-Chair Gregory Coronado. Absent: None.

Also Present:

Daniell Frampton, District Manager/ Secretary to Board.  
Richard Michael Bruggman, Grounds Man.  
Gabriel, Garcia, Grounds Man.

Chair Frank Miller opens the period of public comment. Hearing none, Chair Frank Miller closes the period of public comment.

Claims:

Motion was made by Trustee Wendy MacKaben seconded by Vice-Chair Gregory Coronado to approve claims 19-860 thru 19-873.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Trustee Wendy MacKaben and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: None.

Minutes:

Motion was made by Trustee Wendy MacKaben seconded by Vice-Chair Gregory Coronado to approve the Minutes for October 15, 2018.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Trustee Wendy MacKaben and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: None.

NEW BUSINESS:

Employee Garcia request to have his Driver's License Stipulation extended.

A. The Board discussed continuing the matter to the February 2019 meeting.  
6:24 Mr. Gabe Garcia Leaves the meeting.

Motion was made by Trustee Wendy MacKaben, Seconded by Vice-Chair Greg Coronado to approve the 2019 Board Meeting schedule.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Trustee Wendy MacKaben and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: None.

Motion was made by Trustee Wendy MacKaben, Seconded by Vice-Chair Greg Coronado to keep Frank Miller as Chair and Gregory Coronado as Vice-Chair.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Trustee Wendy MacKaben and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: None.

Motion was made by Trustee Wendy MacKaben, Seconded by Chair Frank Miller to accept and approve the 2017/2018 Audit from the Colusa County Auditor-Controller.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Trustee Wendy MacKaben and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: None.

E. The Board discussed mail being taken from the cemetery mail box. Mrs. Frampton states that a Locking Mail Box has been installed to deter theft.

#### OLD BUSINESS:

A. The Board reviewed bids and donations collected for the Sprinkler System. A total of 2,194.00 dollars has been collected so far. Mrs. Frampton states still in the process for applying for a grant through the United States Department of Agriculture.

#### Staff Report:

##### A. Grounds Maintenance:

Mr. Bruggman states that there was 2 Burials for the month of December 2018. Mr. Bruggman updates the Board as to work being performed in the yard and projects completed. Mr. Bruggman states that the Gator and Tractor have been serviced and an Owl box has been built to help with gopher control. Mr. Bruggman announces the safety meeting for December 2018 covered Chain Saw safety.

B. District Manager/ Secretary:

Financial reports are reviewed and show to be in good standing. Mrs. Frampton states that PG&E has removed all Beefwood trees on the East side of the cemetery. Mrs. Frampton states that a Lowering Device Training will be held at the cemetery on January 18, 2019 to cover January's safety meeting and she invites the Board to attend.

C. Mrs. Frampton states that she has had some employee issues with excessive personal use of cell phones and she will be giving all employees a memo to limit personal use to break time.

Gas Log:

Gas log was reviewed for the month December 2018 showing 17.6 gallons of gas used.

6:40 ADJOURN

Respectfully submitted,

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Frank Miller, Chair

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Daniell Frampton, Secretary