

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of June 17, 2015

CALL TO ORDER: The meeting was called to order by Chairman Alan Armstrong at 7:12 PM in the Ebbetts Pass Veteran's Memorial District hall. Present were Trustees Alan Armstrong, Jo Brooksher, Maureen Elliott, Guy Puccio, Jeff St. Louis. Also present caretaker Robert Yeadon.

QUORUM: A quorum of five board members was present when the meeting was called to order.

PUBLIC COMMENTS: None

MINUTES: Puccio moved to accept the Minutes of May 19, 2015 as presented. St. Louis seconded. The motion passed 4/0/1. (The person abstaining was Brooksher who was not present at the May 19 meeting so could not vote on the minutes.)

CORRESPONDENCE:

1. Elliott explained that a letter had been received from the IRS dated June 3, concerning the unpaid Dec. 2014 quarterly payroll taxes. She emailed the bookkeeper about the letter but they did not respond. A 2nd letter from the IRS was received dated June 15, which explained that the penalty for late payment was being waived and that the issue of payment was now closed.
2. Discussion was held on the 3 candidates running for the CSDA board. Elliott moved that the Murphys Cemetery District vote for Noelle Mattock as their selection of candidates. Brooksher seconded the motion and the motion passed 5/0
3. A letter from the CA State Controller, concerning the 2 state financial reports that must be filed, was discussed. It was decided that Elliott would file the Local Government Compensation report and would request the county auditor to file the Special Districts Financial Transactions Report.
4. Elliott reported that a letter from AT&T stating that the cemetery phone was to be disconnected for non payment of \$37.44, was received from the county auditor's office on May 26. AT&T was contacted by Elliott, and they stated that the amount not paid was for long distance service of the April bill. The county stated they had paid it and sent a check register showing a check for the disputed amount was paid on April 24. AT&T requested the front and back of the check, which was procured and emailed to AT&T. On June 5, AT&T sent confirmation that they had traced the payment and transferred the funds to the cemetery account.

OLD BUSINESS:

1. Discussion was held on the area planned for a potential memorial marker site. Elliott moved that the site as viewed today by the trustees, be accepted for a cremain and memorial marker site. Brooksher seconded the motion and the motion passed 5/0. Discussion held on design of the site and all agreed that markers would be identical in size and only flat markers would be allowed. Both buried cremains and memorial markers for those buried/cremains scattered elsewhere will be allowed. There will be a walkway from the road to where the water faucet is and the trustees would like a bench near the oak tree. A to-scale draft design will be brought to the next board meeting for discussion and approval.
2. Trustee Puccio gave a report on his conversation with county council about potential personal liability of the trustees. County Council stated that as a government entity, trustees who are following their duties as trustees are exempt from liability for those actions but he suggested that the cemetery's liability policy be reviewed to see if they offer any services if the district should be sued.
3. A name and phone number for the CalFire employee in charge of work projects has been obtained. CalFire does not chip brush and only burns on site as the work, so removal of brush and trees during a no-burn time cannot be done.

NEW BUSINESS:

1. Invoices to reimburse SDMRA \$1,285.72 for the annual Worker Comp Insurance; to reimburse Robert Yeadon \$40.65 for fuel and mileage and for \$45 due to Foothill Septic Pumping for pumping the porta potty were presented and approved for payment 5/0.
2. UPUD water restrictions were discussed. If UPUD declares a Stage 3 water restriction, then the water in the cemetery will need to be turned off and a lock installed. It would also help if the gate could be fixed to close at dusk so no one could enter the cemetery after hours.
3. The cemetery leaf blower can no longer be fixed since parts are not available. Elliott moved that the caretaker research new leaf blowers and purchase the blower he considers the best for the job, cost not to exceed \$325. Puccio seconded the motion and it passed 5/0
4. SDRMA safety brochure was on Blood Borne Pathogens. The brochure was discussed and given to the caretaker.

FINANCIAL REPORTS:

1. County Financial reports as of April 30, 2015 were presented
2. The Budget vs Actuals YTD April 30, 2015 was presented. There is a net of \$19,468.26 as of that date.

CARETAKER REPORT: Yeadon told the board that he has one worker with 90 hours of ordered work and that the worker is fast and reliable.

TRUSTEE REPORTS: Brooksher asked if the board would be inviting the new Supervisor to attend meetings. Not action taken.

DATE OF NEXT MEETING: The next meeting will be held on Wednesday, July 15 at 7PM in the Murphys Schoolhouse.

ADJOURNMENT: Elliott moved that the meeting be adjourned. Puccio seconded the motion. The motion passed 5/0 and the meeting was adjourned at 9:06 PM