

COLUSA CEMETERY DISTRICT
District Office
1974 Wilson Ave., Colusa, CA 95932
October 15, 2018
6:00 p.m.

The regular meeting of October 15, 2018 of the Colusa Cemetery District was called to order by Chair Frank Miller at 6:07 p.m. Present: Chair Frank Miller, Trustee William Sterk and Vice-Chair Gregory Coronado. Absent: Trustee Wendy MacKaben.

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 18-815 thru 18-835.

Motion carried by the following vote:

Yes: 3, Chair Frank Miller, Trustee William Sterk and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: 1, Trustee Wendy MacKaben and.

Minutes:

Motion was made by Vice-Chair Gregory Coronado seconded by Trustee William Sterk to approve the Minutes for September 10, 2018.

Motion carried by the following vote:

Yes: 3, Chair Frank Miller, Trustee William Sterk and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: 1, Trustee Wendy MacKaben..

NEW BUSINESS:

A. The Board discussed the purchase of a Message Center to be placed at the front of the cemetery.

Motion was made by Trustee William Sterk, seconded by Vice Chair Gregory Coronado to purchase a Message Center from Tree Top Products in the amount of \$1494.00.

Motion carried by the following vote:

Yes: 3, Chair Frank Miller, Trustee William Sterk and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: 1, Trustee Wendy MacKaben.

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.

B. Consider a Cell Phone Stipend for employees using personal cell phones is to be continued to the November 2018 Board meeting.

Staff Report:

A. Grounds Maintenance:

Mr. Bruggman states that there was 1 Burial for the month of September 2018. Mr. Bruggman updates the Board as to work being performed in the yard and projects completed. Mr. Bruggman announces the safety meeting for September 2018 covered Bugs and snakes.

B. District Manager/ Secretary:

Financial reports are reviewed and show to be in good standing. Mrs. Frampton states that the Tree Removal has been complete and planting of Italian Cypress trees along the west side of the cemetery will take place in October 2018. Mrs. Frampton reminds the Board that the GSRMA Annual Meeting is October 18-19, 2018 if they would like to attend. Mrs. Frampton further states that Charlie Franklin a Colusa High School Senior has requested to clean Military Headstones as his Senior Project and the staff will be helping him complete his project. Additionally, the Colusa County Boy Scouts will be at the Cemetery on November 8, 2018 at 4:00 p.m. to help place flags for Veterans Day.

Mrs. Frampton adds that a correction to the May 7, 2018 minutes has been made to reflect the proper Claims approved "Claims 18-707 thru 18-750 approved".

Gas Log:

Gas log was reviewed for the month September 2018 showing 47.8 gallons of gas used.

6:36 ADJOURN TO CLOSED SESSION

Employee Performance Evaluation:

-Pursuant to Government code Section 54957 for Employee title : grounds Man,
Gabriel Garcia.

5:51 RECONVENE TO OPEN SESSION

A. The board discloses that the performance Evaluation for Grounds Man, Gabriel Garcia was substandard and no pay increase will be given at this time. The Board also informed Mr. Garcia that he must have a valid CA Drivers license by February 2019.

Chair Frank Miller adjourns the meeting at 6:57 p.m.

Respectfully submitted,

Frank Miller, Chair

Daniell Frampton, Secretary