

MURPHYS CEMETERY DISTRICT
Minutes of the Board of Directors meeting of June 19, 2019

CALL TO ORDER: The meeting was called to order by Chair Karen Kaua at 7:00 PM in the Murphys Historical School. Present were Trustees Jeff St. Louis, Kristi Darby, Maureen Elliott, and Karen Kaua. Trustee Patti Cripe was absent at the start of the meeting but was at 7:08 PM. Also present Groundskeeper Robert Yeadon and District 3 Supervisor Merita Calloway.

QUORUM: A quorum of board members was present.

PUBLIC COMMENTS: Supervisor Merita Calloway stated that she would try to attend some of the board meetings from now on.

MINUTES: Darby moved to accept the Minutes of the Regular meeting of May 15, 2019 and the Special Meeting of June 9, 2019. The motion was seconded by St. Louis and passed 4/0.

CORRESPONDENCE:

1. Question from M. Jordan on being allowed to install a bench instead of a monument. Darby moved that Ms. Jordan be sent a letter stating that a bench would be allowed under current codes but that at the time of installation, any bench would have to be approved by the board at that time and meet the standards in place at that time. St. Louis seconded the motion and it passed 4/0.

(Directly after this motion, Trustee Patti Cripe arrived at the meeting.)

2. The selection of 3 candidates for the SDRMA board was discussed. Kaua moved that the MCD board approve voting for Bob Swan, Jesse D. Claypool and Sandy Seifert-Raffleson. Cripe seconded the motion and it passed 5/0

3. A software company had sent a solicitation of business to the MCD which included a sample of tea. The tea was offered to Supervisor Calloway, who stated she does not drink tea. Trustee Darby requested the tea sample and it was given to her.

OLD BUSINESS:

1. Darby moved the Public Policy Handbook revisions be approved by the board as presented and that 10-15 copies be printed and handed to plot purchasers at the time of purchase. Cripe seconded the motion and it passed 5/0.

2. Swift Signs had provided 2 design choices for the replacement sign at the cemetery entrance. After discussion on the designs and the wording, some wording suggestion changes were made and the board agreed to ask him to make those changes to Design A and send a new draft to the board.

3. Photos of the work done to the drainage near the Altaffer plot were discussed. There was some concern about a dirt berm and ditch that was now across the road and how it would hold up in rainy weather, but it was decided that until it rains there was no way to know the answer.

4. After discussion on a method to decide who should get firewood etc. that might be available from the cemetery it was decided to offer any firewood first to a charitable group that supplies firewood to the needy.

5. Elliott reported that Angels Sewer and Drain called on May 31 and stated that the person handling our water system replacement was now on vacation but that the job would be done on his return. The board requested that Elliott call them and ask for a definite work start date.

NEW BUSINESS:

1. Because there is a new Employee Handbook and other changes to the employment practices of the MCD, the Groundskeeper was asked if he had any questions. He stated that he would like to know what the minimum time he would be paid if he was called back to work after hours for an emergency. Darby moved that employees called back after hours would be paid for a minimum of 2 hours of regular pay no matter how short the time they worked. If they were called back on a paid holiday they would be paid one and a half times their regular pay and would be paid that rate for a minimum of 2 hours. Cripe seconded the motion and it passed 5/0. This item will be added to the Employee Handbook as an Addendum with a copy of the Addendum provided to employees.

2. The county sheriff has a new work program where inmates will be doing work at government and other facilities. The board would like to have the cemetery considered for some time under this new program.

3. Monthly safety brochure: "Customer Service-Difficult Customer Alert" was discussed and given to the groundskeeper

FINANCIAL REPORTS

1. County financial reports: YTD April 30, 2019 financials were discussed

2. Budget vs Actuals and Itemized Category Reports: YTD April 30, 2019 were discussed.

3. Invoices: Invoices were presented for: AT&T in the amount of \$ \$4.64 due 6/22/2019 for the phone book listing and \$49.19 due 6/17/2019 for phone service; Cal Waste \$52.96 for bin rent and emptying bin; Foothill Portable Toilets \$85 for pumping the porta potty; SDRMA \$1,552.20 for Liability insurance and \$1,673.01 for worker comp insurance and Robert Yeadon \$36.09 for equipment fuel he purchased. St. Louis moved that all invoices be approved for payment and taken to the County Auditor. Cripe seconded the motion and the motion passed 5/0.

GROUNDSKEEPER REPORT: The Groundskeeper commented at length about the changes to his employment that had been mailed to him on June 10, 2019, including the new Job Description and the Employee Handbook.

TRUSTEE REPORTS/ITEMS OF INTEREST: Elliott told the board that a murder victim's burial would be taking place in the cemetery soon and also told them that the Board Policy Handbook had not be reviewed for many years so should be placed on the board agenda for next month.

ADJOURNMENT: Elliott moved that the meeting be adjourned. Darby seconded the motion and the motion passed 5/0.

The meeting adjourned at 9:01 PM

The next meeting is scheduled for July 17, 2019 at 7PM