

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of November 16, 2016

CALL TO ORDER: The meeting was called to order by Chairperson Jo Brooksher at 7 PM in the Murphys Historical School. Present were Trustees Jo Brooksher, Maureen Elliott, Jeff St. Louis, Guy Puccio, Calaveras County Board of Supervisors Deputy Clerk Diane Severud and Caretaker Robert Yeadon. Absent: Trustee Patti Cripe.

QUORUM: A quorum of four board members were present.

PUBLIC COMMENTS: None

MINUTES: Puccio moved to accept the Minutes of October 19, 2016 with the name of Elliott as the person who made the motion to adjourn being changed to Brooksher. The motion was seconded and passed 4/0.

CORRESPONDENCE:

1. Discussion on the proposed legislation to allow public cemetery districts to own pet cemeteries. Brooksher asked if a memorial marker for a pet can be installed in the Memorial Area. After discussion, it was decided that anyone making such a request would have to bring the request to the board in writing and a decision could be made at that time.

2. SB 1079 was discussed. Since it will require several forms to be filled out by the purchaser of interment rights at the time of purchase, Elliott suggested that the office area of the maintenance building be cleaned and painted and another chair brought in so there would somewhere for the family member to sit while filling out the forms. She also told the board that the forms would need to be printed in bulk and be on hand in the office area. The new requirements take effect on January 1, 2017. Puccio stated he would be reviewing the new law and would report to the board on it next month.

3. A letter from PERS was discussed. It requests that the district fill out a survey. Puccio objected. Diane Severud suggested that the County Auditor be the person who decides if the survey should be filled out or not.

OLD BUSINESS:

1. A review of possible revisions of the 2012 Conflict of Interest Code took place. Diane Severud stated that the only wording needed was the two paragraphs provided by the county. Elliott moved to adopt the Conflict of Interest Code wording supplied by the county. Brooksher seconded the motion and it passed 4/0

2 The draft revisions to the Board Policy Manual were discussed briefly but, since several board members had not looked at them beforehand, this item was tabled until next month.

3. A discussion was held on items that should be planned for in a Reserve Fund plan. The items suggested were a new water system, paving of some of the gravel roads, replacement of the old fencing, purchase of additional land to expand the cemetery and a covered pavilion where burial services could be held. Puccio felt that all items should be bid by the appropriate contractors so we would have actual amounts for the planning process. He offered to call a paving contractor and check into the water system costs and to report at the next board meeting.

4. It was reported that John Harding still has not indicated whether he is going to sign the agreement concerning the Wooten plots or not. Jo Brooksher offered to visit him in person and will report next month.

5. The re-design of the proposed memorial area is not yet done so that item was tabled until next month.

6. Elliott reported that both the wheel lock for the trailer and the security cameras have been purchased. The camera system will be installed by next board meeting.

7. Elliott reported that Wiebe Electric has wired the front gate to the electricity at the Murphys Schoolhouse and is waiting for Distinctive Metals to adjust the timer on the gate.

NEW BUSINESS:

1. A discussion was held on the dead trees on neighboring property that are a hazard to the cemetery if they should fall. Elliott was requested to write a letter to the neighbor and email it to the board for review before mailing it.

2. Discussion was held on the continual breaching of the cemetery fence by the Stai property owners. Elliott suggested we install wood fence from the back corner of the cemetery to the already installed wood fence that extends past the maintenance building. Puccio moved to get a contractor to bid doing this. The motion was seconded and past 4/0. St Louis has a friend who is a contractor and offered to speak to him to get a bid.

3. The monthly safety brochure "Holiday Stress-Planning for a Joyous Season" was discussed.

FINANCIAL REPORTS

1. County financial reports YTD September 30, 2016 were presented. Elliott told the board that there is a mistake in the county financials where they inputted the funds deposited from the sale of a plot as funds given to us by the Murphys Fire District. She had notified the County Auditor of the mistake.

2. Budget vs Actuals YTD September 30, 2016 were presented.

3. Invoices: Invoices to AT&T in the amount of \$4.70 for the phone book listing and \$53.19 for wireless phone service; Reimburse Maureen Elliott \$54.99 for purchase of Anti-theft wheel lock claim and \$135.05 for reimbursement of one year website fees and \$159 for reimbursement of payment of CSDA annual dues; Foothill Portable Toilets \$45 for pumping and CAPC \$60 for annual membership fee were presented. All invoices were approved to be paid.

CARETAKERS REPORT: No report.

TRUSTEE REPORTS/ITEMS OF INTEREST: Elliott reported that cremain plots were running low so more of the large plots will soon need to be divided into cremain plots.

ADJOURNMENT: The meeting was adjourned at 9:19 PM
The next meeting will be held on December 21st at 7PM.