

The Board of Trustees meeting of the Porterville Public Cemetery District held Friday February 26, 2021 at 7:00 a.m. at the District Office.

PRESENT: Trustee Phil Larson, Trustee Dolores Garcia. Also present Larry McKelvy, Tina Bonilla, Trustee Steve Chamberlain was absent.

BOARD ORDER: Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for January 2021 payroll in the amount of \$43,633.04 and January 2021 bills in the amount of \$23,413.46. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

MINUTES: After a review of the minutes for January 2021 the Board moved to have them approved. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

February 11, 2021 Special Meeting Minutes. After a review of the minutes for February 11, 2021 the Board moved to have them approved. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

PUBLIC COMMENT: ① **Anna Magana:** Larry read a letter from Anna Magana thanking the Board Members for having the fence replaced at our Crabtree Cemetery. ② Larry informed the Board that a family had contacted him about having paid a setting fee for a military headstone back in 2015 and wanted to have this placed on a plot in our Home of Peace Cemetery. Larry informed the Board that there is a headstone at this location already. After a discussion it was agreed upon to let this family place a headstone in front of the existing headstone with stipulations that it has to be a flat headstone, also that this should not set a precedent.

MISC. DISCUSSION: ① **Rainscape:** Larry informed the Board that we had received the signed contract and that Rainscape should be starting this project around the middle of March 2021. ② **Covid-19 Policy:** Larry presented the Board with the Covid-19 policy that was prepared for the district by Boretti, Inc. After reviewing this policy the Board agreed to adopt this as presented. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried. Larry also informed the Board that Martha Kazarian with Boretti, Inc. had given the Districts staff in person training and walked through with suggestions to help prevent the spread of the Covid-19 virus.

PERSONNEL: ① **Employee's 6mo. Evaluation Period:** Larry informed the Board that Tyler Van Gaasbeek has completed his probationary period and that he would receive his \$1.00 hr increase starting March 1, 2021. ② **Covid-19:** Larry informed the Board that we had an employee test positive for Covid-19 and that Larry had contacted all employees to notify them so that they could get tested. Larry mentioned that we had 3 employee's and himself that was able to get test results back through rapid testing and was able to return to work on March 16, 2021 to take care of services that were scheduled, also that he had contacted United Staffing to send us 3 clients to get us through this since we were going to be short handed due to employees not getting test results back. Larry mentioned that he would like to give the employees that got tested

early enough to get results back in time to be at work on March 16, 2021 a day off with pay. After a discussion the Board agreed to this. Also mentioned was that Larry had Germ Busters come in on Monday March 15, 2021 and disinfect the office, break room, restrooms and all vehicles. Larry asked if he could have Germ Busters come in once a month. The Board agreed to this.

EQUIPMENT: None

CEMETERY GROUNDS OPERATIONS: ① Manager Larry McKelvy informed the Board of the burials for January 2021.

SUGGESTION BOX: None

ADJOURNED: The Board Meeting was adjourned on a motion by Trustee Dolores Garcia and Seconded by Trustee Phil Larson @ 8:02 on February 26, 2021.

SIGN BOARD MINUTES: _____
