The Board of Trustees meeting of the Porterville Public Cemetery District held Wednesday June 30, 2021 at 7:03 a.m. at the District Office.

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

**BOARD ORDERS:** (Tabled Board Orders) Following a review of the Board Orders for April 2021 the Board moved to have them approved. This motion approved the Board Orders for April 2021 payroll in the amount of $43,052.86 and April 2021 bills in the amount of $8,140.45. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for May 2021 payroll in the amount of $44,186.43 and bills in the amount of $38,536.03. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

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

**BUDGET 2021/22:** Larry presented the Board with the 2021/22 Budget proposal. After a review and discussion the Board agreed to the proposed budget as presented. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** ① **Rainscape:** Larry informed the Board that Rainscape has completed most of Old Porterville Cemetery and that Home of Peace will be running on its own once the clock is installed. ② **Avenue of Flags:** Larry informed the Board that he had talked to Mark Marshall with GSRMA and he informed Larry that the liability for this is very minimal. ③ **Covid-19:** Larry informed the Board that there are no new issues and that he is still having Germ Busters come and disinfect the office, break room, restrooms, and all vehicles. Trustee Phil Larson asked how long we are going to have this done, and the cost of this. Larry informed the Board that we will have this done for a few more months or as needed and that this is costing us about $200.00 per visit. ④ **Field Clean-up:** Larry informed the Board that he had contacted Bartlett Construction and Rodger Patterson for estimates on this. Larry informed the Board that he used Patterson to come in and clean up the cement and brush piles that were in the field, and that the charge for this was $6,687.50. Bartlett was $7,500.00. Also discussed was having this done annually if piles are formed. ⑤ **Cell Phones:** Larry informed the Board that the employee’s cell phones are poor quality and suggests getting rid of the employee’s work phones and giving the employee’s $20.00 a month to compensate. The Board agreed to give this a try and see how it works for a few months. ⑥ **Seth Dejong-Eagle Scout:** Larry informed the Board that he had a phone conversation with this young man about having a project to coordinate with a Public Agency that he could lead with fellow scouts to help him with his Eagle Scout. The District would supply the materials and the scouts would do the work. After talking with the Board it was agreed upon that the District would work with him and have him refurbish the flower beds at the Hillcrest Sign Island. Seth is to provide proof of liability insurance from the scouts, the cemetery and the troop is to be on the same page as to what kind of work is to be done. This is a onetime project. The Board agreed that this is a good idea.

**PERSONNEL:** **Employee’s-Groundsman:** Larry informed the Board that Tyler Van Gaasbeek had left and went back to his previous job; also that Larry had to let an employee go due to attendance issues. Larry also informed the Board that he placed an ad in the Porterville Recorder and that he had hired two individuals and one is to start 7/1/2021 and the other is starting 7/6/2021, also that he is wanting to hire an extra person through the temp agency during summer months to help with trimming around headstones and trash pickup. The Board agreed to this. Trustee Phil Larson suggested contacting the City, Parks, and the Golf Course to see what they use on grass for maintenance.

**EQUIPMENT:** None

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the burials for May 2021.

**OTHER:** Larry gave the Board a copy of the Engagement Letter from Pine, Pedroncelli & Aguilar for the 2020/21 Audit. This is to be placed on the Agenda for the July 2021 Board Meeting.

**ADJURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:18 on June 30, 2021.

**SIGNED BOARD MINUTES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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