The Board of Trustees meeting of the Porterville Public Cemetery District held Friday July 30, 2021 at 7:04 a.m. at the District Office.

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

**BOARD ORDERS:** Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for June 2021 payroll in the amount of $44,186.43 and June 2021 bills in the amount of $38,536.03. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson. Motion carried.

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

**PINE, PEDRONCELLI**

**& AGUILAR:** **Engagement Letter:** After a review of this letter the board agreed to use Pine, Pedroncelli & Aguilar for the Districts 2020/2021 Audit. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Steve Chamberlain. Motion carried.

**POLICY REVIEW:** **Return to Work Program:** After reviewing this policy the Board asked Larry to contact Golden State Risk Management Authority and find out if there is a time limit for an employee that is injured at work and is released to work with temporary restrictions that the District has to comply with.

**BYLAWS:** Larry presented the Board with copies of Bylaws that he had put together using other Districts Bylaws since he has been unable to find a copy of the districts in the office. Trustee Phil Larson requested tabling this until the August 2021 Board Meeting so the Board members can look through these.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Rainscape:** Larry informed the Board that Rainscape has completed Old Porterville and are almost done with Big “K” and Little “K” and that they are getting closer to completing this project. **②** **Covid-19:** Nothing new on this topic. **③** **CAPC Annual Seminar:** Larry informed the Board that this seminar will be held October 8 & 9, 2021 in San Luis Obispo on Governance Foundation and that he would like to attend. The Board agreed to this. **④** **Price Sheet Review and Possible Increase:** Larry presented the Board with a revised Price Sheet with a 5% increase for review. Larry explained that the last price increase was in 2019 and it was not an overall increase, also that the minimum wage and overall cost have been increasing. After reviewing and a discussion the Board agreed to this increase as proposed with the exception of Disinterment’s. Adults are to be raised to $5,000.00 and 32” are to be raised to $1,500.00. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Steve Chamberlain. Motion carried.

**PERSONNEL:** None

**EQUIPMENT:** **2005 Chevy Dump Truck:** Larry informed the Board that we had to take the dump truck to Viking Trailer to have the hydraulic lift repaired on this truck because the lifting mechanism broke apart. Larry had no estimated cost for this at this time.

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the burials for June 2021. Trustee Phil Larson mentioned having the dead tree in Hillcrest “D” block removed. Larry informed the Board that he would have this done. Larry informed the Board that he had employees plant 7 trees around the cemetery.

**SUGGESTION BOX:** **Flowers on full length of graves:** After a discussion on this item it was agreed upon that Larry and Tina are to add this to the Rules and Regulations Pamphlet and bring back to the August 2021 Board Meeting for review. The Board agreed that this needs to be addressed.

**ADJURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson @ 8:28 on July 30, 2021.

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

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