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

**PRESENT:** Trustee Phil Larson, Trustee Dolores Garcia. Also present Larry McKelvy and Tina Bonilla. Trustee Steve Chamberlain 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 August 2021 payroll in the amount of $41,287.25 and August 2021 bills in the amount of $59,877.48. 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 August 2021 Trustee Phil Larson found a spelling error. Larry corrected the spelling error. The Board then moved to have them approved. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

**POLICY REVIEW:** **Return to Work Program:**  Larry presented the Board with a revised copy of this policy with spelling errors corrected. After reviewing this the Board moved to approve this policy. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried.

**BYLAWS:** Larry presented the Board with copies of Bylaws for possible re-adoption with correction made per Board members. After reviewing this the Board moved to re-adopt Bylaws as presented. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

**PUBLIC COMMENT:** Trustee Phil Larson mentioned the old water faucets in Old Porterville Cemetery, and asked about having them removed. Larry informed him that he would have them removed.

**MISC. DISCUSSION:** **①** **Rainscape:** Larry informed the Board that Rainscape has completed this project and that Larry had sent the final payment. Larry also informed the Board that there is a one year warranty on all parts and labor. **②** **Covid-19:** Larry informed the Board that we had one employee out at this time for testing. **③** **Hillcrest Roads:** Larry informed the Board that he is going to start getting quotes for this project. Trustee Phil Larson asked if there are enough companies that do this type of work that are registered with the Department of Industrial Relations (DIR) to get three quotes. Larry informed the Board that he tries to stay local when getting quotes and that he knows of two and that he would do his best to get the third quote. **④** **Health Insurance-Open Enrollment:** Tina informed the Board that open enrollment will be from October 4 through October 22, 2021 and that there is no changes to the plans or the premiums.

**PERSONNEL:** Larry informed the Board that we no longer have extra help from United Staffing and that he is planning on bringing Elver Hernandez on with us after his 520 hrs. are over with United Staffing which will be around the middle of October 2021.

**EQUIPMENT:** None

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the burials for August 2021. Tina informed the Board that Saturday services are doing well.

**SUGGESTION BOX:** None

**OTHER:** Larry informed the Board that the Boy Scouts will be coming Monday October 4 to start the island project.

**ADJURNED:** The Board Meeting was adjourned on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson @ 7:35 on September 30, 2021.

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

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