The Board of Trustees meeting of the Porterville Public Cemetery District held Friday April 22, 2022 at 7:03 a.m. at the District Office.

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

**PLEDGE OF ALLEGIANCE:**

**BOARD ORDERS:** Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for March 2022 payroll in the amount of $50,020.53 and March 2022 bills in the amount of $30,127.35. 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 March 2022 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.

**POLICY:** **Rules of Order:** Larry presented the Board with a revised copy of this policy and informed the Board that he had changed Order of Business to match the Districts Bylaws and added the Districts new phone number. After reviewing this the Board agreed to these changes as presented. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried.

**PUBLIC COMMENT:** **Letter to the Editor:** Trustee Phil Larson asked about this article. Larry informed him that we have seen it in the paper. After a discussion and expressing concern the Board asked to have this kept with recorded documents. Larry informed the Board that this would be kept with these documents. Larry also informed the Board that we had a sprinkler line break and that water had ran into a neighbor’s yard at 68 N. Martin St. Larry presented pictures of the neighbor’s back yard that he had taken, also that the neighbor had come to the office and picked up a Claims for Damages Form in case there is any damage to the foundation of their house. Larry also mentioned that he had notified Golden State Risk Management of this incident.

**MISC. DISCUSSION:** **①** **Hillcrest Roads**: Larry informed the Board the Bartlett Construction had finished the front part of this project and that they will be starting on the other repairs next week. Larry also informed the Board that he had received the first invoice for this project and it is $163,315.00. Trustee Phil Larson questioned the section of road in between Old Porterville and Hillcrest “K” block. Larry informed him that this section had not been part of the original contract. Trustee Phil Larson asked to have this looked at and get a cost to have this repaired. **② Flag Pole-Springville Cemetery:** Larry informed the Board that he had ordered a flag pole with his personal credit card and that the flag pole should be here in 4 to 6 weeks. **③ Dead Tree’s:** Larry informed the Board that the dead trees have been removed and that when time allows we will replace them. **④ Public Cemetery Alliance-Tina Bonilla:** Tina informed the Board of the seminar events that she attended at the Visalia Cemetery District on April 6, 2022. Tina also mentioned sending cemetery employees to this.

**PERSONNEL:** None

**EQUIPMENT:** Larry informed the Board that the transmission in the 96 GMC dump truck had went out and he had Michael our mechanic pull the transmission and took it to Transmission Service Center to have it rebuilt, also that the 05 Chevy dump truck is going back to the shop because the transmission is overheating.

**CEMETERY GROUNDS OPERATION:** **①** Larry McKelvy informed the Board of the burials for March 2022. **②** Trustee Phil Larson mentioned the east side of the cemetery weeds, noting that it looks like the weeds have been sprayed but need to be cut down. Larry informed him that this would be taken care of.

**SUGGESTION BOX:** None

**OTHER:** Trustee Dolores Garcia mentioned that she would not be available for the board meeting on May 27, 2022 and asked to have it moved to another date. After a brief discussion the Board agreed to move the meeting to Wednesday May 25, 2022.

**ADJURNED:** The Board Meeting was adjourned on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia @ 7:56 on April 22, 2022.

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

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