The Board of Trustees meeting of the Porterville Public Cemetery District held Wednesday May 25, 2022 at 7:05 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 April 2022 payroll in the amount of $50,913.86 and April 2022 bills in the amount of $189,556.95. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried.

**MINUTES:** (**April 2022 Minutes)** After a review of the minutes for April 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.

**(May 10, 2022 Special Meeting)** After a review of the minutes for the Special Meeting held May 10, 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:** **Maximum Vacation Hours:** Larry presented the Board with a revised copy of this policy and informed the Board that he had added our new phone number. After reviewing this the Board agreed to this as presented. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried. Trustee Phil Larson asked Larry to check with Pacific Employers to see if there are any stipulations by law that we are required to follow and bring this information to the June 2022 Board Meeting for review.

**PUBLIC COMMENT:** Trustee Phil asked if there was any contact from the family that picked up the Claim for Damages form. Larry informed him that there has been no contact.

**MISC. DISCUSSION:** **①** **Hillcrest Roads**: Larry informed the Board the Bartlett Construction had finished this project and that he would be submitting the last payment of $103,070.00. The Board asked if Bartlett’s water truck that was left here would be moved by Memorial Day. **② Flag Pole-Springville Cemetery:** Larry informed the Board that we had received the flag pole and that he would contact Greg Bartlett and see when this could be installed. **③ American Inc.-Office A/C:** Larry presented the Board with a quote on having an A/C unit installed at the office. This quote is for $9,241.00. Larry also informed the Board that he had contacted multiple businesses for quotes and no other businesses were registered with the Department of Industrial Relations (DIR). These businesses are Ace Heating & Air, Sam’s Heating & Air, Prosperity Heating & Air, Zone A/C. Larry also tried contacting Morris Levin & Sons which never returned his phone call. **④ LAFCO:** Larry presented the Board with a letter from LAFCO showing where the city is going to annex in a portion of Kessing St. off of Gibbons by Saint Anne’s Cemetery, also shown on this is that the Saint Anne’s Cemetery, and a portion of Vandalia Cemeteries field will become a Sphere of Influence of the City of Porterville.

**PERSONNEL:** None

**EQUIPMENT:** Larry informed the Board that the trucks that had transmission repair done are all working properly.

**CEMETERY GROUNDS OPERATION:** **①** Larry McKelvy informed the Board of the burials for April 2022.

**SUGGESTION BOX:** None

**OTHER:** Larry informed the Board that he was going to have Brian Bartlett give us a quote for budgetary purposes only to have a new block prepared at the Hillcrest Cemetery. Also that the fence along Olive Ave. had been run through by a vehicle and that the Highway Patrol was called and we had a police report done. There were two young girls involved and were questioned by the Highway Patrol. Also that he had talked to the family and they said they would take care of cost to repair this.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson @ 7:45 on May 25, 2022.

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

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