The Board of Trustees meeting of the Porterville Public Cemetery District held Friday June 24, 2022 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.

**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 May 2022 payroll in the amount of $50,370.06 and May 2022 bills in the amount of $127,315.31. 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 2022 the Board moved to have them approved. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**2022/23 BUDGET:** **Proposed Budget:** After a discussion the Board moved to approve the budget as presented. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**CONFLICT OF INTEREST**

**BIENNIAL REVIEW:** Larry presented the Board with copies of the Districts Conflict of Interest Policy. After reviewing this it was decided that no amendment is required at this time. Larry is to send the Local Agency Biennial Notice stating this to the Clerk of the Board of Supervisors.

**POLICY:** **Maximum Vacation Hours:** Larry informed the Board that he had spoken with Pacific Employers about any laws pertaining to vacation hours being held over from year to year and they informed him that this is set entirely by the employer. This was reapproved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Damaged Fence-Olive:** Larry informed the Board that the family that hit the Olive Street fence had paid for the damages and that he had gotten a quote from Anderson Fence for $2,923.90. Trustee Phil Larson asked where we put the money to show what it is for. Larry informed him that our cash receipts shows other income and in QuickBooks it goes under “other” with a note stating what it is for. Larry also informed the Board this goes into our general fund account, also that he would have this repaired around the first week of July 2022. **② Flag Pole-Springville Cemetery:** Larry informed the Board that he had met with Greg Bartlett at this cemetery and showed him where we would like this installed and that Greg should be able to install this mid- July. **③ American Inc.-Office A/C:** Larry informed the Board that the office A/C would be installed the first week of July 2022. **④ Vandalia Pump Fence:** Larry informed the Board that while our employees were at Vandalia Cemetery doing maintenance one of the employees seen someone taking down the fence around our pump, at this time Tony confronted these individuals as I was going over there calling the sheriffs. These individuals got in their truck and left. The fencing was recovered and it has been reinstalled.

**PERSONNEL:** **Extra Help:** Larry informed the Board that he is going to have United Staffing send us someone to weed-eat around headstones as needed to help maintain the grounds during the summer months. The Board agreed to this.

**EQUIPMENT:** None

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

**SUGGESTION BOX:** None

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 7:53 on June 24, 2022.

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

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