The Board of Trustees meeting of the Porterville Public Cemetery District held Friday January 27, 2023 at 7:05 a.m. at the District Office.

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

**PLEDGE OF ALLEGIANCE:**

**PINE PEDRONCELLI**

**& AGUILAR, INC.:** **Financial Statement Draft:** (This was moved to the beginning of the meeting) Marilou Monsivais presented the 2021/22 Financial Statement Draft to the Board and went through this with the Board. Marilou expressed concern about the number of contracts that the District is acquiring and the amount of funds that are in liability due to services that have not been rendered, and that this is getting harder to track for the District. After a discussion the Board agreed to finalize the Financial Statement as presented. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson. Motion carried.

**ELECTION OF OFFICERS:** After a discussion the Board agreed to keep this as the previous year which is Phil Larson-Chairperson, Dolores Garcia-1st Vice Chairperson, and Steve Chamberlain-2nd Vice Chairperson. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson. Motion carried.

**BOARD ORDERS:** Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for December 2022 payroll in the amount of $52,988.65 and December 2022 bills in the amount of $13,216.06. 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 December 2022 the Board moved to have them approved. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson. Motion carried.

**PINE PEDRONCELLI**

**& AGUILAR, INC.:** This was moved to the beginning of the meeting.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Mac General Engineering:** Larry informed the Board that he had talked to Marty Adams from Mac Engineering and that they would be starting this project as soon as they could get in because of the rain. **② Trees:** Larry informed the Board that two trees had fallen from the rain we had. One was here at our Old Porterville Cemetery and the other was at Saint Anne’s Cemetery. Larry mentioned that he had talked to Trustee Phil Larson when this happened and that this needed to be taken care of as soon as possible due to safety issues. Larry informed the Board that he had talked to multiple tree service companies and that two of them were registered with the Department of Industrial Relations, Jack Beingos and Visalia Tree service. Benigos quote was for $11,975.00 and Visalia Tree Service was $8,950.00. Larry informed them that he had Visalia Tree Service clean this up and trim a tree that was at Saint Anne’s that was leaning. Larry also informed the Board that Halsey’s Tree Service went out of business. Trustee Phil Larson asked to have the Managers Emergency Spending Policy put on the February 2023 Agenda. **③** **Smee Homes:** Larry informed the Board that he had received a letter stating that Smee Homes intends to construct up to 80 single family units and a neighborhood park on the 20 acers parcel east of Saint Anne’s Cemetery on Gibbons Ave.

**PERSONNEL:** None

**EQUIPMENT:** None

**CEMETERY GROUNDS OPERATION:** **①** Larry McKelvy informed the Board of the burials for December 2022. **②** **Baby Vaults:** Larry informed the Board that we are no longer able to get our 32” and 44” baby vaults from Van Cleve Concrete due to them selling to an out of state company Jensen Precast and they will not fill out California’s tax forms with the county. We now have to purchase them from Christy Vault and the cost difference is $90.00 for 32” and $100.00 for 44” vaults, that will bring the cost of these vault too $352.00 plus tax for 32” and $395.00 plus tax for the 44” vaults. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson. Motion carried.

**SUGGESTION BOX:** None

**OTHER:**

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Phil Larson @ 8:30 on January 27, 2023.

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

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