The Board of Trustees meeting of the Porterville Public Cemetery District held Wednesday May 31, 2023 at 7:04 a.m. at the District Office.

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

**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 2023 payroll in the amount of $53,344.14 and April 2023 bills in the amount of $18,203.52. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

**MINUTES:** **April Minutes**: After a review of the minutes for April 2023 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 8, 2023 Special meeting Minutes:** After a review of the minutes for May 8, 2023 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.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Mac General Engineering:** Larry informed the Board that Mac Engineering has completed this project. Nathan is bringing the drain cover out and installing it, also that Larry is going to make the last payment for this project. **② Vandalia Pump:** Larry informed the Board that CJ Hammer had gotten this installed and the pump is working. **③** **Saint Anne’s Trees:** Larry informed the Board thathe had gotten quotes to have 3 trees at Saint Anne’s Cemetery trimmed up because these trees have a lot of dead branches and broken limbs. Quotes were from Visalia Tree Service for $2,850.00, Gavin Tolbert’s Tree Service for $2,100.00, and Jack Benigno’s Tree Service never showed to give a quote. Larry informed the Board that he had Gavin Tolbert trim these trees. This was a safety issue. **④ Saint Anne’s Fence:** Larry informed the Board that he had talked to Spence Fence and the fence was on back order and would be out to install this tomorrow Thursday June 1, 2023. Trustee Phil Larson asked about the fence in the field by the school and the possibility of having no fence or talking to county to see what can be done about this being hit constantly. Larry is to contact County or the City to see what can be done.

**PERSONNEL:** Larry informed the Board that he had terminated an employee because of absent issues. Larry informed the Board that this individual had contacted Tina Bonilla and requested contact information for the Board Members. This individual text Larry Sunday May 28, 2023 saying he had a flat tire in Sacramento and all tire shops are closed and can’t get a new tire until tomorrow May 29, 2023 Memorial Day. Larry informed this individual that he needed to be at work on Monday May 29, 2023. This individual said he would try. This individual did not show up for work and didn’t call. Larry also mentioned that last year on Memorial Day he had called and said he had to take his parents to the airport in Los Angeles and missed the day before Memorial Day. Larry is going to run a Help Wanted Ad in the Porterville Recorder and try to contact an individual that we used through United Staffing.

Trustee Phil Larson asked about Employ America. Larry informed the Board that they are doing well and they have been to our Vandalia Cemetery to help with the trimming.

**EQUIPMENT:** None

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the Burials for April 2023.

**SUGGESTION BOX:** None

**OTHER:** **①** Trustee Phil Larson asked about the Nunez property being an eye sore and if our employees can clean this up and be covered under our insurance, also about contacting the County to see if they can have something done about this. Larry informed the Board that our employees would be covered. Larry is to contact county and see about having something done or try and contact the owners and talk to them about this. **②** Larry asked the Board about updating our Rules and Regulations Pamphlet, adding flower regulations for individuals that don’t have a headstone. The Board asked to have this added and go through the pamphlet and see if anything else should be updated and bring to the June 2023 Board Meeting. **③** The June 2023 Board Meeting has been moved to Friday June 23, 2023.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson @ 7:55 on May 31, 2023.

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

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