The Board of Trustees meeting of the Porterville Public Cemetery District held Friday July 28, 2023 at 7:03 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 June 2023 payroll in the amount of $48,958.56 and June 2023 bills in the amount of $83,593.95. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson. Motion carried.

**MINUTES:** **June Minutes**: After a review of the minutes for June 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** **Transfer of Funds Resolution:** Larry presented the Board with the Resolution to transfer funds from the Districts #809 account and place in in the Districts #743 account for the project at the Saint Anne’s Cemetery. This was voted on with 2 Ayes, 0 Noes, 0 Abstain and 1 Absent. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried. **② Office Windows:** Larry mentioned to the Board that he would like to look into seeing what it would cost to have dual pane windows installed throughout the office building. The Board agreed with this. **③** **Window A/C:** Larry informed the Board that he had purchased a window A/C unit and installed it in the front office window to help cool it down. Trustee Dolores suggest looking into tinted windows while looking at dual pane windows for the office.

**PERSONNEL:** **①** **Grounds-man:** Larry informed the Board that due to the Drug and Alcohol Testing he had terminated two grounds-man. **②** **Mechanic:** Larry informed the Board that due to testing he had terminated the mechanic. **③ United Staffing:** Larry informed the Board that he had brought in two individuals from United Staffing for a couple of weeks to help us catch up on the trimming and spraying due to being short staffed. Larry also informed the Board that he had run an ad in the newspaper and posted the ad on Facebook and that he would be doing interviews next week.

Trustee Phil Larson asked about the Nunez property. Larry informed the Board that we had not heard anything about this. Trustee Phil Larson suggested do this ourselves. Larry said that he would have an employee go out there with our backhoe and knock the tall weeds down.

**EQUIPMENT:** Trustee Phil Larson mentioned purchasing a 3 point mower. Trustee Dolores Garcia mentioned possibly renting a 3 point mower. Larry is to look into this.

Larry informed the Board that our Kubota mower needs a gear box and that he wanted to pull it apart and see if it can be repaired before purchasing a new one.

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

**SUGGESTION BOX:** None

**OTHER:** Larry informed the Board of the Districts Endowment Care Interest that we had received for this quarter.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Dolores Garcia and seconded by Trustee Phil Larson @ 7:52 on July 28, 2023.

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

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