

The Board of Trustees meeting of the Porterville Public Cemetery District held Friday December 29, 2023 at 7:05 a.m. at the District Office.

PRESENT: Trustee Phil Larson, Trustee Dolores Garcia, Trustee Steve Chamberlain. Also present Larry McKelvy, 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 November 2023 payroll in the amount of \$54,898.68 and November 2023 bills in the amount of \$9,948.30. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

MINUTES: **November Minutes:** After a review of the minutes for November 2023 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.

PUBLIC COMMENT:

MISC. DISCUSSION: **① Saint Anne's Road Quotes:** Larry informed the Board that Edison had gotten the electric pole moved and that Mac Engineering will start this project in January 2024 depending on the weather. Also that we are waiting on the signed Contract from Mac Engineering. **② Vault Pricing:** Larry informed the Board that our vault cost are going up starting January 2024 and Larry suggested raising our prices of vaults to accommodate for this. Companions \$36.00, 64" \$19.00, 44" \$18.00, 32" \$17.00, Poly Single Vaults \$10.00, Urn Liners U813 \$9.00, U7108S \$6.00 and U669PD \$6.00. After a discussion the Board agreed to these changes as presented. This is to take effect February 1, 2024. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. **③ Oacy's File Back Up:** Larry presented the Board with the cost to have the Districts Pontem Cemetery Management Program and our QuickBooks Program backed up. The cost for this will be \$60.00 per month per work station which will be \$120.00 per month. After a discussion the Board agreed to start having Oacy's back up our files. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Steve Chamberlain. Motion carried.

PERSONNEL: None

EQUIPMENT: **John Deere Mower:** Larry informed the Board that we have not gotten this mower back yet. Trustee Dolores Garcia asked if we should start looking into a new mower. Larry informed the Board that he would look into the cost and availability of a new mower.

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

SUGGESTION BOX: None

OTHER:

ADJOURNED: The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 7:40 on December 29, 2023.

SIGNED BOARD MINUTES: _____
