

WEST POINT CEMETERY DISTRICT
REGULAR MEETING
TUESDAY, MARCH 3, 2020
MINUTES

6:00 P.M.

The meeting was called to order. Directors Kirk Smith, Judy Garcia, Bob Stanford, Julio Guerra and Brian Smith were present. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins.

The minutes of the last meeting held on 2/4/20 were reviewed. Bob made the motion to adopt the minutes as written. Brian seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the month was presented. Jill explained the need for a new Resolution of Authorized Signers for the County Auditor's Office as the prior Resolution on record with the county did not include the newest Board Members. Julio made the motion to adopt the Resolution of Authorized Signers. Bob seconded the motion. The Resolution was adopted with 5 votes and all of the Directors signed the appropriate forms.

Kirk stated he'd like to have a regular agenda item for discussion of ongoing projects including long term projects. The 2018/2019 Audit Report as prepared by Cathy Castillo, CPA was discussed. Kirk and Julio both remarked on the statements made by the CPA that the district is holding too much in reserves.

Bob said he and Brian had met with Josh Noble to get a bid for tree trimming and cutting. Discussion took place regarding Josh trimming the big live oak in the old section as well as the large black oak at the Sandy Gulch cemetery. Bob made the motion to accept Josh's bid as a 4-part project totaling \$13,200.00. Julio seconded the motion. The tree cutting and trimming project was awarded to Josh Noble with 5 votes. Brian said he'd talked with the neighbors and all are O.K. with removal of the black berry bushes. He said he'd like to talk with C.H.I.P.S and Pest Control Center to do the work. Kirk said P.G.&E. will remove 2 large oak trees but questioned what should be done with the stumps. Discussion took place regarding the use of a stump grinder or chemical to kill the stump growth. Brian said he'd check with Pest Control Center for their recommendation.

Ritchey reported that the mower is at Guy's Saw Center and could be ready for pick up early next week. He said he's cleaned the fence line from erosion and said he'd re-stake the fence posts as they are rotting. The Directors gave him permission to purchase the weed killing spray from West Point Lumber as he thinks it's better than what was purchased at Tractor Supply in past years. The Directors also gave him permission to trade the old blower for a new blower with an overall purchase price of approximately \$250-\$300. Ritchey said we still have a problem with folks walking their dogs and not cleaning up after them. Discussion took place regarding placement of signs with

disposable baggies folks can use to clean up their dog messes. Ritchey will check on prices and report back.

The District's monthly payables were presented and reviewed. Julio made the motion to pay the bills totaling \$472.81. Bob seconded the motion. The bills were paid with 5 votes.

Judy reported that there were no plots sold this month. She said the grave digger from Danieri's had done a very poor job preparing for the Nagle burial. She said she called Danieri's to report it and was told he no longer works for them. She suggested that the next employee should meet with the WPCD Directors. Kirk thanked Judy for taking care of the matter. Ritchey will clean up and fix the curb.

Julio presented the wording for 24" x 18" signs that will be made by Sandy Gulch Sign Co. regarding grave preparation. Kirk made the motion to pay no more than \$600.00 for 3 signs to be purchased. Bob seconded the motion. The signs were purchased with 5 votes.

Discussion took place regarding the bid presented at the last Director's meeting for repairing and sealing the asphalt. Judy was glad to see the bid included the pathways. The contractor (Hertzig) would like to wait until after May to be assured of good weather. Kirk said that could mean the project will be over two fiscal years if it goes beyond July 1, 2020. Bob stated he thought originally the project was to cost \$40,000 - \$70,000 and now is for a total of \$117,836.40. Bob said he's concerned about getting the stumps out before the paving project. Brian said he's meeting with the Pest Control Center this week and asked if the Directors would approve getting the stumps and oaks out right away. Julio made the motion to approve the removal of the stumps and oaks based on Brian's meeting with the Pest Control Center and approval of the bid from John Hertzig to repair and seal the asphalt for \$117,836.40. Judy seconded the motion. The projects were approved with 4 votes and 1 (Bob) abstention. Judy suggested a curbing along the edge of the driveway. Ritchey stated his concern getting the mower over or through if there is curbing. Kirk said John Hertzig may have to change his order to allow for drainage. Discussion took place regarding dissipaters or ruffraff rocks for drainage.

Julio said he'd been to the Sandy Gulch Cemetery and commented on how nice it looks. He thanks Ritchey for his work.

Brian stated he's surprised we don't have a line item budget for tree trimming and removal as well as weed clearing. Kirk suggested this could be researched and be ready for the 2020/2021 preliminary/recommended budget meeting. Jill will get the county chart of accounts report. Brian reported he's found there is no survey of record on file with the county. Brian said we need a survey to get the meets and bounds. Kirk suggested we get bids for the survey of the district's two sections.

The meeting adjourned at 7:40 p.m.

Respectfully Submitted,
Jill M. Jenkins, Clerk

