

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, AUGUST 1, 2023
MINUTES

6:00 P.M. Cemetery Office

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

The minutes of the last meeting held on 7/11/23 were reviewed. Kirk made the motion to adopt the minutes as written. Bob seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the month was presented. Julio read a letter he prepared and emailed to the county waste transfer office regarding fees that were charged for green waste disposal at the Wilseyville transfer station. Bob suggested marking the trailer with its dimensions and stating it held 3.76 cu/yd. Ritchey stated the problem has been resolved and he will rent a chipper in the future if necessary.

Chairman's Report- Julio reported that he has made contact with the County Counsel's Office to inquire about the feasibility of adding a community park administration and maintenance under the West Point Cemetery District's jurisdiction. He was told the county is doing a park master plan and will hold outreach meetings throughout the county. Discussion took place. Kirk stated LAFCO will be studying the matter. No decision was made.

Trustee's and Administrative Review: There was no update on the mapping of Section 5.

Jill gave an update regarding her research on worker's compensation insurance. She will continue research and bring back to the Directors for a decision prior to the policy renewal date, 12/1/23.

Discussion took place regarding the use of the district's tractor to assist in grave digging and a possible charge for the service. Ritchey stated he's not qualified to dig a grave for a casket burial, but can assist for a cremains burial. Kirk asked the Directors if Ritchey can have permission to use the tractor to assist in the grave preparation for cremains. Judy said it's beneficial for Ritchey to do so and use the tractor if necessary. All Directors agreed and the consensus was that it will be permissible for Ritchey to use the tractor for cremains burials.

Julio read rules and regulations that Lower Lake Cemetery has written for headstone placement. He said he'll update this district's information sheet to ask that the public notify the cemetery management about monuments intended for placement.

Brian stated he asked his neighbor about purchasing his 24' container to shelter the district's tractor. He said his neighbor would sell it for \$1000.00. Bob

presented a quote of \$6483.00 for a 40' cargo container with a locking door and delivery included. Bob stated the district will need to level a space for it. Kirk and Brian will look at the 24' container and report back to the Directors at the September meeting.

Ritchey reported he's listed the cedar for sale on the local Face Book market place for \$400.00. There were no bids yet.

Brian received a quote of \$29,475.00 from a company who performs ground penetrating. The matter was tabled to the September meeting.

Ritchey reported the Sandy Gulch Cemetery is ready for the oak and pine tree removal. He said there are probably 30 spindly trees to remove. Brian suggested that Ritchey take the fence down and he will help Ritchey remove the trees. Kirk made the motion to let Ritchey and Brian take the trees down with no particular timeline. Bob seconded the motion. The motion passed with 5 votes.

The Caretaker's Report- Ritchey reported the CA Public Cemeteries Association accepted his picture for their upcoming calendar.

The district's monthly payables were presented in 2 transmittals: \$1348.04 for the regular payables and \$748.67 for the Cal Card purchases. Judy made the motion to pay the bills as presented. Kirk seconded the motion. The bills were paid with 5 votes. Judy stated there were no plot sales. Julio reported he has received an inquiry for Section O.

New Business- Kirk reported he'd cleaned a 1922 grave headstone and it is now legible. He said he and Brian will be working to remove stumps in the old Porteus Section. Kirk said some areas in the asphalt needs seal coating and he will assist doing it to keep the expense down. Bob stated he'd like to get a quote from a professional. The seal coating matter was tabled to the September meeting.

The meeting adjourned at 7:35 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk