

Board of Trustees

Chair:
Frank Miller
Vice Chair:
Gregory Coronado
Trustee:
Wendy MacKaben
Trustee:
William Sterk
Trustee:
Melissa Kitts

COLUSA CEMETERY DISTRICT

District Office
1974 Wilson Ave., Colusa, CA 95932
August 5, 2019
6:00 p.m.

Staff

District Manager:
Daniell Frampton
Grounds:
Michael Bruggman
Phone
(530) 458-2650
colusacemeterydistrict
@frontier.com

The regular meeting of August 5, 2019 of the Colusa Cemetery District was called to order by Chair Frank Miller at 6:00 p.m. Present: Chair Frank Miller, Trustee William Sterk, Vice-Chair Gregory Coronado and Trustee Wendy MacKaben. Absent: Trustee Melissa Kitts.

Also Present:

Daniell Frampton, District Manager/ Secretary to Board.
Richard Michael Bruggman, Grounds Man.

Chair Frank Miller opens the period of public comment. Hearing none, Chair Frank Miller closes the period of public comment.

Claims:

Motion was made by Vice-Chair Gregory Coronado, seconded by Trustee William Sterk to approve claims 19-948 thru 19-977.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Vice-Chair Gregory Coronado and Trustee Wendy MacKaben.

Noes: None.

Abstain: None.

Absent: Trustee Melissa Kitts.

Minutes:

Motion was made by Trustee Wendy MacKaben seconded by Vice-Chair Gregory Coronado to approve the Minutes for June 10, 2019.

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Trustee Wendy Mackaben and Vice-Chair Gregory Coronado.

Noes: None.

Abstain: None.

Absent: Trustee Melissa Kitts.

NEW BUSINESS:

A. The Board reviewed the 2019/2020 fiscal year budget.

Motion was made by Trustee Wendy MacKaben, seconded by Vice-Chair Gregory Coronado approve the 2019/2019 fiscal year budget.

Motion carried by the following vote:

Motion carried by the following vote:

Yes: 4, Chair Frank Miller, Trustee William Sterk, Vice-Chair Gregory Coronado and Trustee Wendy MacKaben.

Noes: None.

Abstain: None.

Absent: Trustee Melissa Kitts.

OLD BUSINESS:

A. The Board reviewed bids and donations collected for the Sprinkler System. A total of 2,194.00 dollars has been collected so far. The Board directed Mrs. Frampton to look for additional financing options such as loans to complete the final phase of the sprinkler system.

Staff Report:

A. Grounds Maintenance:

Mr. Bruggman states that there was 4 Burials for the month of June 2019 and 1 Burial for the Month of July 2019. Mr. Bruggman updates the Board as to work being performed in the yard and projects completed. Mr. Bruggman announces the safety meeting for June 2019 covered "Clean and Tidy Work Spaces". July 2019's safety meeting was put on by GSRMA's Safety Consultant, Steve wood at the Colusa Cemetery in the shop and covered "Heat Illness".

B. District Manager/ Secretary:

Financial reports are reviewed and show to be in good standing. Mrs. Frampton states that the Cemetery office will be closed August 16, 2019 for the PCA Training Conference. Mrs. Frampton further announces Golden State Risk Management CPR Training was held July 9, 2019 at Gridley-Biggs Cemetery and both Mr. Bruggman and herself are now certified.

Mrs. Frampton states that the 2 part time grounds people have quit and a new part time grounds person has been hired.

Mrs. Frampton announces that Colusa Cemetery is the first Cemetery in Colusa County to participate in Wreaths Across America and handed out forms to the Board to help get wreaths purchased.

Gas Log:

Gas log was reviewed for the month June 2019 showing 87.1 gallons of gas used and 73.7 gallons for the month of July 2019.

6:25 ADJOURN

Respectfully submitted,

Frank Miller, Chair

Daniell Frampton, Secretary