

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, JANUARY 9, 2024
MINUTES

This meeting was rescheduled to the 2nd Tuesday of January due to the Holidays.

6:00 P.M. Cemetery Office

Chairman Julio Guerra announced that the Closed Session with the County Counsel had been cancelled and rescheduled to the February meeting.

Chairman Julio Guerra opened the regular meeting with Directors Guerra, Brian Smith, Judy Garcia and Robert Stanford present. Director Kirk Smith was absent. Also in attendance was Clerk Jill Jenkins. Groundskeeper Ritchey Garrison was absent.

Julio stated it was time for the election of officers of the Board of Directors. Bob made the motion to elect Julio Guerra as Chairman of the Board for the upcoming year. Brian seconded the motion. Julio was elected Chairman with 4 votes. Bob then made the motion to elect Kirk Smith as Vice Chairman for the upcoming year. Brian seconded the motion. Kirk Smith was elected Vice Chairman with 4 votes.

The minutes of the last meeting held on 12/5/23 were reviewed. Bob made the motion to adopt the minutes as written. Judy seconded the motion. The minutes were adopted with 4 votes.

Correspondence for the month was reviewed. There was no action necessary. Information was provided for the 1/20/24 meeting of the Calaveras Public Cemeteries.

Julio stated there was no Chairman's report for this meeting.

Bob provided information from McNiell Markers regarding metal placard lettering kits to be used as temporary grave identification as needed. He made the motion to order 72 markers totaling \$624.00. Judy seconded the motion. The purchase of the markers was approved with 4 votes and will be made with the Cal Card under object code 5201.

Brian reported that he will be researching for historical grants that could help with the ground penetration for unmarked graves. He said the project will not take place until spring due to the weather. It was discussed to include the Sandy Gulch Cemetery as well as the old historical section of the West Point Cemetery and that it could be a 2-3 day project. Bob stated it would be nice to mark the graves with the metal placards at the same time.

Bob reported that he and Ritchey determined the container to shelter the tractor would not fit on the asphalt pad. He said they thought it could go down to the bottom of the cemetery. Bob said the blade of the tractor could snugly fit in the

container and the height should be fine. Brian stated we could hire Sport Hill Trucking to bring gravel for the site and deliver the container to the cemetery. Bob said we want to wait until the ground dries and the measurements should be confirmed. It was decided this matter should be an action item at the February meeting.

The discussion of Safety matters was carried to the February meeting and Jill was asked to get guidance from our workers compensation carrier.

The District's Payables were reviewed in 2 transmittals: \$1351.27 for the regular bills and \$273.12 for the Cal Card purchases. Bob made the motion to pay the transmittals as presented. Brian seconded the motion. The bills were paid with 4 votes. Judy reported there were no recent sales. Julio will check with the county to see if the green waste fees can be paid monthly to the vendor rather than cash payments for each trip reimbursed to Ritchey.

Julio reported he and Kirk will be touring the local waste water system on 1/22/24. He said anyone interested should meet them at 8:00 am.

The meeting adjourned at 6:50 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk