

WEST POINT CEMETERY DISTRICT
REGULAR MEETING
TUESDAY, MAY 4, 2021
MINUTES

6:00 P.M. Cemetery Office

Directors Kirk Smith, Judy Garcia, Bob Stanford, Julio Guerra and Brian Smith were present. Also present were Caretaker Ritchey Garrison and Clerk Jill Jenkins.

The Minutes of the last meeting held on April 6, 2021 were reviewed and corrected. Bob made the motion to adopt the minutes as corrected. Julio seconded the motion. The minutes were adopted with 5 votes.

There was no correspondence for the month.

Trustee's Reports- Kirk stated he will be working on the 2021/2022 Preliminary Budget which is due to the county by 6/18/21. He said he'll have it ready for review at the June meeting.

Kirk gave an update regarding the Cal Card application process. He said he will take the application, which was originally submitted in January via email and USPS, to a US Bank branch in Folsom.

Buildings and Grounds Review- Kirk stated that the district has county records showing that we have easement access to get to the Sandy Gulch Cemetery. He said our neighbor, Randy Carlins, has told him they maintain the road and he asked that the Cemetery District pay for the prior year's maintenance totaling \$500.00. Kirk said that the district has an obligation to pay for the maintenance. Julio stated Randy Carlins has given an estimate to re-hab the West Point Cemetery sign totaling \$170.00. The Directors were in agreement to pay Randy for both the road and sign maintenance.

Kirk stated we are waiting on the contractor to begin work sealing the pavement at the WP Cemetery.

Brian informed everyone that a total of 11 trees will arrive on Friday. He'll pick them up as well as B-1 solution to relieve any stress on the trees. He said Buddy Link will bring his backhoe and assist with the planting. Brian said hardware for the hose bibs and water lines will need to be purchased also. He said he'll coordinate with Ritchey for his help. He asked that Ritchey water the existing trees through spring and summer and suggested placing a basin around the trees to hold water. Brian informed everyone that he has cedar to provide for signs marking the cemetery sections and possibly for benches also.

Kirk suggested that the Cemetery District's historical document should be preserved. Julio volunteered to follow up on the preservation project. Judy said it needs to stay in West Point.

The Caretaker's Report- Ritchey said he's been doing a lot of raking and mowing. He said the Sandy Gulch fence has been repaired and the repaired headstone has been placed. He thanked Kirk for his help. Kirk said he had purchased more fencing to complete the project. Ritchey said brushing and burning has been done with the help of Silas Parker and Buddy Link. Kirk said Ritchey has been busy with the painting of the shop and eaves on the office building. Ritchey said he'll be applying sealant to the brick on the office next. He said Volcano Telephone has been into the office and hooked up fiber optics. Judy asked if the buck brush could be cut in the old section. Kirk informed everyone that the Sheriff's office will vacate by the end of May.

The monthly payables were reviewed. Brian made the motion to pay the bills totaling \$5550.63. Bob seconded the motion. The bills were paid with 5 votes. Judy informed that 1 plot had been sold and there were several transfer of ownerships recorded. The County Auditor's reports were reviewed. Judy expressed concern about the reserve fund depletion due to the large projects that have been completed. Brian agreed that a lot of maintenance has been completed and asked that the Directors sit down and discuss any other projects they would like to complete to put into the budget. Kirk said the district's independent auditor had expressed the need to spend the reserves. Judy disagreed. Judy stated she's spent a good part of her life working on the cemetery's board and it's important to her. She's concerned about over-spending and depleting the reserves. She said she'd like to see the annual general fund carry us. Brian agreed and said we need to look at what's being preserved. Bob agreed and said the Directors need to be good stewards. Kirk stated the projects that have been completed were for "catch up" and from here on will be maintenance only with the trees being the biggest issues. Brian stated the black oaks can't get larger than 2 feet in diameter. Ritchey stated there is an area on the new road that has something coming up through it and needs to be addressed.

New Business- Bob questioned what is to be done regarding the trees on the church fence that could take out our fence. No decision was made.

Judy stated the answering machine needs to be operating. Kirk asked that Ritchey add the district's mailing address to the website. Kirk said he's still researching the best security for lighting and motion sensors as well as the tracking devices.

A time was set on 5/12 at 9:30 a.m. to compare the maps, computer lists and the actual headstones in the old section to make sure all are correct.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Jill M. Jenkins, Clerk

