

WEST POINT CEMETERY DISTRICT
REGULAR MEETING (CONFERENCE CALL)
TUESDAY MAY 5, 2020
MINUTES

6:00 P.M.

The meeting was held by conference call to comply with the CA Stay at Home Order. Directors Kirk Smith, Judy Garcia, Bob Stanford, Brian Smith and Julio Guerra were present. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins.

The minutes from the last meeting held on 3/3/20 were reviewed. Bob made the motion to adopt the minutes as written. Brian seconded the motion. The minutes were adopted with 5 votes.

There was no correspondence.

The Trustee's Reports were presented. Bob gave an update on the recent work that Josh Noble had completed at the West Point Cemetery. He said the mastication of the blackberry bushes will be done this week. Brian said the oak has been taken down at the West Point Cemetery, but the stump needs to be removed. He suggested grinding the stump. Kirk asked Brian to find someone to grind the stump. The Directors unanimously approved approximately \$600.00 to have the stump ground down right away. Bob stated that he had received a bid from Josh Noble for work to be done at the Sandy Gulch Cemetery. The bid is for removal of 1 large black oak and 3 white oaks and to chip and haul the debris away. Bob said he'd like to amend the bid to include removal of oak branches that have fallen during the winter storms. Bob made the motion to accept the bid with the amendment to have Josh Noble complete work at the Sandy Gulch Cemetery. Julio seconded the motion. The bid was accepted with 5 votes. Discussion took place regarding the repair or replacement of the metal fences at Sandy Gulch Cemetery. Brian suggested that a local welder look at repairing the fence. The Directors decided to hold on this issue until the clean-up has been completed by Josh Noble. Brian stated he had talked with a granite counter-top contractor who will look at the broken monuments to see if repairable.

Kirk informed that the district is currently using his personal utility trailer to transport equipment and the mower. He said he'd like to have the district look at purchasing its own trailer but he recommended that this matter be held until the next fiscal year budget. Discussion took place regarding the need for secure storage to house the trailer.

Kirk gave an update on the PG&E tree removal project and said that all of their work has now been completed.

Julio gave an update on the placement of 3 signs posted in the West Point Cemetery regarding restricted digging.

Ritchey reported that he's been doing tree trimming around the perimeter of the cemetery. He said he's prepping the road for the asphalt paving and sealing. He said the new mower is working great. He said he had sprayed at the Sandy Gulch cemetery and in 2 weeks he should be able to clean up the dead weeds. Brian said he'd talked with the adjacent neighbor who stated he'd be fine to have the district clean 5 feet of his property bordering the cemetery's infringing brush. Ritchey stated we're creating a lot of debris and we may need to hire a chipper at some time. He said a trailer would be helpful to haul debris away to the dump.

The District's payables were reviewed. Julio made the motion to pay the bills totaling \$4267.45. Brian seconded the motion. The bills were paid with 5 votes.

Judy informed that there had not been any plots sold since the last meeting. She said there had been 1 burial.

Kirk stated the District's 2020/2021 Recommended budget is due to the county by 6/19/20 and he said he'd put some figures together and have ready for the Directors to review at the June meeting. He asked that the Directors contact him if there are any special items to be added to the budget.

Kirk thanked everyone for working through the Covid19 time. He said he'd been in touch with the paving contractor to determine a date for starting the project but had no estimated date yet. Bob suggested that it would be best to pave after the stump grinding is completed. Brian stated he'd continue to try to find a surveyor to find the boundaries but said he's having trouble because it is a small job. Kirk said it's not a priority but it would be nice if he could get a quote.

Kirk suggested the next meeting to be held on 6/2/20 could be either at the office or by conference call depending how comfortable everyone is about gathering at the time.

The meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Jill M. Jenkins, Clerk