

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, SEPTEMBER 5, 2023
MINUTES

6:00 P.M. Cemetery Office

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

The minutes of the last meeting held on 8/1/23 were reviewed. Bob made the motion to adopt the minutes as written. Kirk seconded the motion. The minutes were adopted with 4 votes.

Correspondence for the month was reviewed. There was no action necessary.

Chairman Julio Guerra reported that he added “Headstone Placement” to the guidelines. He said he’d returned emails regarding plot and burial inquiries. He had nothing to report regarding the community park as they declined to associate with the WP Cemetery District.

The 2023/2024 Final Budget was reviewed. Kirk made the motion to adopt the final budget as prepared for the recommended budget with no changes. Bob seconded the motion. The final budget was adopted with 4 votes and all paperwork was signed.

Ritchey reported that he has mapped Section 5 and 6. He said he’ll put these in the large map books.

Jill reported that she has completed the Special Districts Risk Management Authority application to get a quote for worker’s compensation insurance. She said she’s hoping to have the quote to present at the October meeting.

Discussion took place regarding seal coating the pavement, which will be completed as necessary by the groundskeeper.

Kirk reported he and Brian had looked at Brian’s neighbor’s container as an option for sheltering the tractor. He said he’d like to hold on any further discussion until Brian is present.

The matter of sales from the Sandy Gulch Cemetery cedar timbers was tabled to October. Kirk reported Brian has signed the paperwork for the permit to remove Sandy Gulch Cemetery Oak and Pine trees for safety reasons. Kirk stated there is no immediate safety problem.

The matter of ground penetrating quotes was tabled to the October meeting.

Caretaker’s Report- Ritchey stated the disposal of green waste at the Wilseyville station is going better. They are charging \$16.00 per trailer load. He said the tractor is running great but the mower has a problem and someone is coming to look at it. He and Kirk rented a chipper and cleaned up brush. He said the ceremony platform is down as the supporting boards are rotten. He said there was

no ventilation when it was built. Kirk estimated the cost of redwood and materials to rebuild it at about \$2,000.00. Ritchey said he'll work to have it ready by Veteran's Day, 11/11. Kirk said he and Ritchey have filled in 5 graves that sustained damage from last winter. He said they have also pressure washed old headstones which are now legible.

The District's payables were reviewed in 2 transmittals: \$1249.42 for Cal Card purchases and \$1264.17 for the regular bills. Kirk made the motion to pay the bills as presented. Judy seconded the motion. The bills were paid with 4 votes. Judy reported 1 sale in Section O last month.

The meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk