

WEST POINT CEMETERY DISTRICT
BOARD OF TRUSTEES, REGULAR MEETING
TUESDAY, APRIL 8, 2025
MINUTES

6:00 P.M. Cemetery Office

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

The minutes of the prior meeting held on 3/4/25 were reviewed. Kirk made the motion to adopt the minutes as written. Brian seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the month was presented. No action was necessary.

Julio stated there is no update regarding the burials in West Point for the period of 1870 to 2000. He said he'd received a request from the Director of the CA Assoc. of Public Cemeteries asking for a story of interest and/or how the cemetery started. This is for the CAPC newsletter. Discussion took place and the Trustees denied the request.

Julio reminded the Trustees they must complete the required Form 700 by the end of April. He said the County Recorder's office has informed that our cemetery trustees are exempt from the harassment training requirement.

Ritchey said the West Point Cemetery sign is in place after a truck took it down a couple of months ago. Kirk stated there is not a rush to raise the power line as the district is compliant. Ritchey suggested that a sign be placed at the entrance stating "Low Clearance, 13.3 feet".

Ritchey informed that he's working on equipment maintenance. He said he's found moisture in the fuel line of the tractor; it runs for a few minutes and then stops. He said he cleans it out and it runs again. He said he and Kirk will be changing the mower starter. He said spring cleanup continues at both cemeteries. A water leak was determined after receiving the water bill which had additional charges for water consumption. Ritchey said a community member, Josh Bannon, is helping him with cleanup to work off community service. Ritchey created a document to track the hours. Kirk said he and Ritchey are working with Cal Fire to do chipping for a day. Brian said he'd like to ask the Fire Safe Council or other county resources to help with brush and debris removal on the neighboring property. Ritchey said the workers compensation training for the month was regarding heat awareness.

The District's monthly bills were reviewed in 2 transmittals: \$1469.19 for the regular payables and \$153.51 for the Cal Card purchases. Jill informed that the insurance premium of \$2113.00 was paid on the Cal Card in order to pay it immediately. It will be on the next monthly statement. Kirk made the motion to

pay the bills as presented. Brian seconded the motion. The bills were paid with 5 votes. Julio said there had been one plot sale for \$650.00. \$250.00 will be deposited to the endowment fund.

Kirk gave information regarding cost comparisons for grave markers. He said he found a vendor in Modesto is the least expensive. None of the vendors offer delivery.

Kirk asked for the Trustees to authorize him to complete a LAFCO report. There was complete consensus from the Trustees.

Julio said he and Kirk have run numbers for the upcoming fiscal year preliminary budget. Jill was asked to contact the county for the paperwork and to put this matter on the May agenda.

Bob said the Sandy Gulch cemetery neighbor has asked for a boundary adjustment in exchange for a deductible contribution to the non-profit cemetery. Brian said the cemetery would have to pay a surveyor. No decision was made.

Kirk asked Ritchey to put pins (nails with washers) in the West Point cemetery roadway marking approximately 19 unknown pioneer graves. Kirk and Ritchey will do some crack sealing on the pavement.

The meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk