

The North Kern Cemetery District Minutes of Regular Meeting held November 13, 2014

The North Kern Cemetery Board met at 4:15 PM at the regular meeting place, North Kern Cemetery District office at 627 Austin Street, Delano, California. The meeting was called to order by Chairman Rueben Pascual. Present were Hubert Rabanal, Ruby Hill, Jose Hernandez, Rueben Pascual and Manager Jim Ludy. Absent: Johnny Munoz.

Audience: Pearl Rivera, Helen Carveo.

Public Comment: None.

Transfer of Revenues collected during the month of October 2014, in the amount of \$44,967.39 to the County Treasurer for deposit. Hubert moved, Jose seconded, motion passed.

Approve October 2014 Bill List: Manager was asked to clarify the Aramark, Albert and Associates and Lorta's Monument invoices. Jose moved to pay the bills as presented, Ruby seconded, motion passed.

October 7, 2014 Board Minutes: The October 7, 2014 Board minutes were submitted for review and approval. Hubert moved to approve the minutes as submitted, Jose seconded, motion passed.

October 2014 Financial Report: Manager reviewed balances of all investment accounts and pointed out variations in totals due to fluctuations in our General Fund and checking accounts. Hubert moved to approve the report as presented, Ruby seconded, motion passed.

Memorial Day Display Report: Pearl Rivera and Helen Caraveo gave a presentation on their plans to honor veterans interred in our cemetery on Memorial Day 2015. After discussion and suggestions from the Board, Hubert moved for the Board to support the project for Memorial Day, Jose seconded, motion passed.

Laundry Service Bids: Manager presented two contracts for review. The Board discussed the differences in price and details. Hubert moved to select the low bid from Sparkle Uniform Service, Jose seconded, motion passed.

Sound System Quote: Manager presented a quote for replacement of our aging public address system. After review, Manager was given direction to seek two more quotes on similar systems and report back to the Board. Tabled.

Gate Design Options: Manager presented a quote for new entrance and exit gates on the cemeteries west side. After discussion, Hubert moved to except the quote from C & H Fence, Jose seconded, motion passed.

2013 – 2014 Audit Report: The report will be presented for review and approval next month. Tabled.

Columbarium Phase II Bids: Two bids were presented to the Board for review after changes to the roadway location were made to the plans. Hubert moved to except the low bid from Kern Asphalt, Jose seconded, motion passed.

New Radio Quote: Manager presented a quote from our current provider to replace six hand held radios used to communicate by the cemetery staff. Manager was given direction to check on other sources for radios and what equipment other cemeteries are using before purchasing the radios. Manager will report to the Board next month.

Manager/Trustee's Reports: Manager reported 31 internments for October 2014. Manager reported on an email announcing changes to the way Kern County handles special districts. Manager reported on the recent C.A.P.C. Education Seminar and an upcoming demo of a promising sweeper to help clean the grounds. Hubert reported on attending several services lately and finding the grounds and personnel very good. He also reported on the need to update our speaker system. Jose and Rueben both expressed regrets on the need to miss the Education Seminar.

Discussion Item: No action can be taken:

- A. Manager Evaluation Forms: Manager distributed forms for next month's evaluation. The process was discussed.
- B. Chemical Trimming: Manager relayed his conversation with another manager that is relying more on herbicide spraying around headstones to reduce the frequency of mechanical trimming and the pros and cons of such a program.

Adjournment: Hubert moved, Jose seconded, motion passed 5:58 PM.

Minutes recorded by Jim Ludy, Manager N.K.C.D.