

The North Kern Cemetery District Minutes of Regular Meeting held March 10, 2016

The North Kern Cemetery Board met at 4:17 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, Jose Hernandez, Rueben Pascual, Pearl Rivera, Ruben Hill and Manager Jim Ludy.

Audience: None

Public Comment: None

Transfer of Revenues collected during the month of February 2016, in the amount of \$43,292.75 to the County Treasurer for deposit. Hubert moved to approve the transfer, Jose seconded, motion passed.

Approve February 2016 Bill List: Manager explained the Hocking Backhoe Service, Kirk and Simas, Price Paige and Co, and the Ready Refresh invoices. After review of the bill list, Hubert moved to pay the invoices as presented, Jose seconded, motion passed.

February 25, 2016 Board Minutes: The February 25, 2016 Board minutes were presented for review and approval. Jose moved that we approve the minutes with two corrections, "counsel" miss spelled and the addition of " no action taken" to the closed session, Ruby seconded, motion passed.

February 2016 Financial Report: Hubert moved to approve the report with future reports to have abbreviated account numbers, Jose seconded, motion passed.

CAPC Annual Conference: Manager will prepare baskets for the conference. No action was taken.

Closed Session: Conference with legal Counsel – Potential litigation. Jose moved to enter closed session, Hubert seconded, motion passed 4:37 PM.

Open Session: Jose moved to enter open session, Pearl seconded, motion passed 4:48 PM. Manager was given direction on developing new policy documents. No action taken.

Veteran's Memorial Addition: Visalia Granite will demolish and replace the flatwork around our monument starting March 14. Information Only.

Asphalt Sealing Bids: Manager received three bids to seal cemetery roads in order to insure there continued longevity. After comparing all bids and much discussion, Hubert

moved to except the bid from Kern Asphalt to patch all roadways on the cemetery and to seal all roads on the East side of the cemetery, Jose seconded, motion passed.

Columbarium Security Light: Manager discussed the only bid he had received for a similar light. Hubert suggested the possible addition of a security camera during installation. Tabled for next meeting.

Manager/Trustee's Reports: Manager reported 21 internments for February 2016. He also reported on the Form 700 disclosure statements, a new credit card machine for the office, Ethics training at our conference and his efforts to establish the property boundaries for our Pomfret Cemetery. Hubert reported on the email received from Wells Fargo Advisors on the Boards decision to move our Pre-Need fund to another institution, the Pomfret property lines and credit card machine. Jose reported on improvement to the upkeep of our Westside restrooms and the Lion's Club first cleanup day for Pomfret Cemetery.

Discussion Item: No action can be taken:

- A. Columbarium Gazebo Design. Information Only.
- B.
- C.

Adjournment: Pearl moved, Jose seconded, motion passed 5:50. PM.

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