

## **The North Kern Cemetery District Minutes of Regular Meeting held July 28, 2016**

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 Rueben Pascual, Pearl Rivera, Ruben Hill, Hubert Rabanal, Jose J. Hernandez and Manager Jim Ludy. Absent none.

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**Audience:** Armando Ramirez.

**Public Comment:** None.

**July 14, 2016 Board Minutes:** The July 14, 2016 Board minutes were submitted for review and approval. Hubert moved to approve the minutes as presented, Jose seconded, motion passed.

**Closed Session A: Personnel:** Jose moved to enter closed session, Hubert seconded, motion passed 4:18 pm.

**B:** Conference with Legal Counsel – Potential Litigation.

**Open Session:** Jose moved to enter open session, Ruby seconded, motion passed. 5:12pm.No reportable action taken.

**Conflict of Interest Code:** Counsel reviewed our conflict of interest code and recommended that we update it at this time. The Board consensus agreed to upgrade the code at this time. No action taken.

**Pomfret Cemetery Boundary:** Manager reported on his efforts to obtain an offered survey from Blain Farms. Counsel has been given all information we have in order to write a request letter. No action taken.

**Employment Applications:** Manager reviewed the response to our add asking for candidates to apply for Assistant Manager and Grounds Forman positions. The Board will meet in a special meeting to review all applications on Thursday, August 4<sup>th</sup> at 9:00am.

**Manager/Trustee's Reports:** Manager reported on an application with the SJVAPCD to replace gas utility carts with electric carts. He also reported on a damage claim received from a visitor to the cemetery that scrapped his bumper on a dip while visiting a grave. Hubert asked that the manager check on the Boards attendance record to make sure that all meetings are recorded. He also advised the Manager to keep the web site updated. He also reported on the extreme heat and the need to protect our workers. Pearl reported on

the possibility of keeping the public informed through articles in our local paper. The Board meeting scheduled for August 11<sup>th</sup> is rescheduled for Wednesday August 17<sup>th</sup> at 4:15 due to a conflict.

**Discussion Item: No action can be taken:**

- A. Upright Monument Section.
- B. Pre-Need Program.

**Adjournment:** Jose moved, Ruby seconded, motion passed 6:08 PM.

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