

The North Kern Cemetery District Minutes of Regular Meeting held February 9, 2017

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 arrived at 5:15pm, Hubert Rabanal, Jose J. Hernandez, Alfred Roman, Manager

Audience: Mr. Douglas Heal- CitizensTrust Bank

Public Comment: None

Transfer of Revenue December 2016 approved.

Jose Hernandez made a motion to approve, seconded by Pearl Rivera. Motion passed.

December 2016 Bill List approved.

Motion made by Hubert Rabanal, seconded by Jose Hernandez. Motion passed.

Transfer of Funds Revenues Collected during month of January 2017.

Hubert Rabanal made motion to approve, seconded by Jose Hernandez. Motion passed.

Approve January 2017 Bill List.

Motion to approve made by Hubert Rabanal and seconded by Jose Hernandez. Motion passed.

Financial Report January 2017.

Motion to approve made by Huebert Rabanal, seconded by Jose Hernandez. Motion passed.

Review January 12, 2017 Board Minutes

Motion to approve made by Jose Hernandez, seconded by Pearl Rivera.

Douglas Heal – CitizensTrust Bank

Douglas discussed our current investments with his bank and discussed the FDIC insured investments.

Xochitl Tabian

Xochitl stated to the Board that she was asking for clarification as to her job position title either Office Secretary or Office Manager.

Navarro Masonry Proposal

Discussion was held regarding bid to remove and replace cracked sidewalk East of cemetery district office. Motion to approve made by Jose Hernandez and seconded by Pearl. Motion passed.

Housley Demolition Proposal

Discussion held regarding proposal to demolish home at 425 Austin. Board has made direction to Manager to proceed with environmental permits (asbestos) prior to awarding bid.

Tel-Tec Proposal

Discussion held regarding proposal to install two additional security cameras to outside of district office as well as upgrading DVD recorder. Motion to approve made by Pearl Rivera, seconded by Jose Hernandez. Motion passed.

Delano Police Department – Request for Records

Discussion held on providing records to Delano Police Department. Board requesting that DPD provide this Board with a subpoena and forward to legal counsel.

Review, discussion and approval of the Findings, Minutes by the Trustees on the Appeal by Termed Employee.

Motion made by Huebert Rabanal and seconded by Pearl Rivera. Motion passed.

Manager's/Trustee's reports

There were 26 burials for the month of January 2017. Hubert mentioned he would like have on agenda for next month possibility of providing water to board members during meetings. Rueben Pascual would like to discuss Continental Labor at next board meeting as well as possibility of a part-time office assistant. Ruben Hill requesting that his son's grave marker be lifted as it appears to have sunk.

Discussion Item: No action can be taken:

- A. Upright Monument Section
- B. Pre-Need Program
- C. Demolition of 425 Austin St.
- D. Promfret Cemetery Survey
- E. Office Exterior Paint
- F. Columbarium Security Light
- G. Master Plan
- H. CemSites Program

Adjournment: Jose made a motion to adjourn and seconded by Ruben Hill. Meeting terminated at 6:10 p.m.

Minutes recorded by Alfred Roman, Manager - NKDC