

The North Kern Cemetery District Minutes of Regular Meeting held August 10, 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, Hubert Rabanal, Jose J. Hernandez, and Alfred Roman, Manager

Audience: Victoria Frost (presented after Public Comment)

Public Comment: Victoria Frost commented that she felt that it was taking too long to place markers. Manager advised here that markers are placed when time allows after AN services. Manager also advised her that it takes a minimum of one month once marker arrives at cemetery to be placed.

July 13, 2017 Board Meeting Minutes: Minutes were reviewed and approved. Hubert made a move to approval minutes, seconded by Pearl. Motion passed, no nays.

Review/Approve Revenue for July 2017 for \$48,308.39 to Kern County Treasure: Motion made by Hubert and seconded by Pearl to approve. Motion passed, no nays.

Review and Approve July 2017 Bill List \$29,133.23.

Motion made by Ruby to approve and seconded by Rueben Pascual. Motion passed, no nays.

Financial Reports June and July 2017.

Motion made by Hubert to approve financial reports, and seconded by Pearl. Motion passed, no nays.

Voting for New Chairperson: Motion was made by Hubert to nominate Jose Hernandez as new Chairman of the Board. Seconded by Pearl. Motion passed, no nays. Jose accepted his new role with the stipulation that it will be for two years. Motion was made by Pearl and seconded by Jose Hernandez to nominate Hubert Rabanal as Vice-Chairman. Hubert accepted, motion passed. No nays. Motion was made by Hubert to nominate Pearl Rivera as Secretary and seconded by Rueben Pascual. Motion carried. No nays. Motion was made Hubert to nominate Rueben Pascual as Treasurer and seconded by Jose Hernandez. Motion passed. No nays.

Mr. Andrew Mendoza – Parkview Mortuary:

Andrew discussed the possibility of the NKCD participating in a more modern system of scheduling funeral services. Andrew discussed Google Colander as a possibility. Board brought up question of confidentiality in regards to some customers may not like their

names placed on electronic board. Board directed District Manager to discuss confidentiality issue with District legal counsel.

Douglas Heal – CitizensTrust Bank:

Doug advised the Board of \$70,000.00 in cash investments with his bank. Doug advised the Board and several options of investment with this cash on hand. Board to discuss options and provide direction as what would be most beneficial to the cemetery district. Ruben Pascual also advised District Manager to ask Sandra Wheeler to come by and pay the Board a visit as to our investments with her banking institution.

Public Notice NKCD Rules and Regulations:

District Manager presented template that will run in the Delano Record/Shopper for three months. Direction was given to Manager to proceed with public notice.

Resolution to Defer Member Paid Contributions – IRC 414(h)(2):

Resolution discussed among Board members as best option for District employees. Motion made by Jose to adopt and seconded by Pearl. Motion passed. No nays.

Review Trustees Compensation and Reimbursement Policy:

Policy reviewed and discussed.

Delano Police Department Investigation Update:

District Manager provided update to Board members regarding this on-going investigation. Delano Police Department is reviewing all documents provided to them by NKCD.

Promfet Cemetery Update:

District Manager provided information that local cell tower next to cemetery is not on district property and new owners of pecan grove next to cemetery will be having a conversation with districts legal counsel as to proceedings of pecan grove next to Promfet Cemetery.

CLOSED SESSION CONFERENCE WITH REAL PROPERTY

NEGOTIATIONS: Promfet Cemetery located on Phillips Road and Porterville-Famoso Highway, about a mile north of Famoso:

Information provided to NKCD Board Members regarding Promfet Cemetery by District Manager and NKCD legal counsel. Hubert made motion to go into closed session and seconded by Ruben at 5:30 p.m. Hubert made motion to end closed session at 5:35 and return to open session. Seconded by Pearl. Motion passed. No nays.

REPORTS:

Manager's/Trustee's Reports: 27 burials for July 2017. YTD Burials: 195

Jose Hernandez requesting that we change language on NKCD website. Change "Concern" to "Complaints," direction will be given to webmaster. Jose also requesting the possibility of breaking down burial numbers to burials and cremations each month. Hubert Rabanal requesting the cemetery staff advise families to step back 50 feet when a casket is being lowered. District Manager to remind staff of this regulation. District Manger provided information to board members of on-going irrigation issues on the East cemetery as well as West cemetery. Manager is still awaiting bids from vendors for replacement of pipeline on East cemetery. Manager also informed board of and underground pipeline blow out on the West side. Manager provided informed the Board that we are still awaiting word from the City of Delano regarding our request to possibly purchase water from the city. Manager also advised the Board that will be placing water meter/pressure meters on the two wells to actually ascertain how much water we are utilizing as well as our water pressure.

Discussion Items: No action can be taken.

- A. Upright Monument Section No action
- B. Promfet Cemetery Boundry: Refer to item 16.
- C. Office Exterior Paint: Office has been painted.
- D. Columbarium light: No discussion
- E. Master Plan: No discussion
- F. CemSites: No discussion
- G. Hocking CPA: No discussion
- H. NKCD Website: No discussion
- I. Waterline Replacement: Awaiting further bids.

Adjournment: Jose made motion to adjourn and seconded by Hubert. Motion passed. No nays. Meeting adjourned at 6:00 p.m.

Minutes recorded by Alfred Roman, Manager NKDC