

The North Kern Cemetery District Minutes of Regular Meeting held April 12, 2018

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 Jose J. Hernandez. Present Pearl Rivera, Ruben Hill, Hubert Rabanal, and Alfred Roman, Manager

Audience: Ernest Aguilar

Public Comment: Ernest Aguilar commented (At end of Board Meeting regarding solar lights, weed control, and headstones that have been raised by tree roots.)

March 8, 2018 Board Meeting Minutes: The March 8, Board meeting minutes were submitted for review and approval. Motion made by Hubert to approve minutes, seconded by Ruby. Motion passed, no nays.

Review/Approve Revenue for March 2018, in the amount of \$42,580.83 to the County Treasure for Deposit: Motion made by Hubert and seconded by Ruby, motion passed. No nays.

Review and Approve March 2018 Bill List.

Motion made by Hubert and seconded by Ruby to approve bill list. Motion passed. No nays. Hubert mentioned if AFLAC could bill the individual participants who are enrolled in said program. Manager to make contact with AFLAC representative.

Financial Report March 2018 Financial Report.

Report reviewed and approved. Motion made by Hubert and seconded by Pearl. Motion passed. No nays.

Reports: Manager's/Trustees Reports:

Manager reported on March 2018 burials: Casketed 24, Cremation: 3, Total of 27. YTD: Casketed: 81, Cremations: 10, Total: 91. Manager discussed waterline blowout on West Cemetery and is being repaired this week. Legal counsel is working on preparing Irrigation Project Resolution. Memorial Day celebration is on target for presentation next month. Two of our tractors have been in the repair shop this past week undergoing repairs. Fresh annual flowers were planted in the front District Office as well as the columbarium office thus improving the appearance of both areas. District office rental home on Eastside cemetery underwent plumbing repair this past month in the amount of approximately \$2,600.00. Jose stated to Manager if leasing tractors would be more cost effective than purchasing new heavy equipment. Manager to inquire into leasing options. Board discussed possibly raising rent for rental. Manger to research current rental rates

for such homes in the Delano area. Discussion was held regarding constructing a new rod iron fence at Promfet Cemetery in the near future.

- A. Upright Monument Section
No action
- B. CemSites Update
No action
- C. Irrigation Contract
Refer to Manager's Report above
- D. Promfet Cemetery
Refer to Manager's Report above.
- E. Master Plan
No action
- F. New Marker Vases
New vases (durable Plastic) will no be sold at cemetery. Galvanized vases have been discontinued.
- G. New Cremation Vaults
New cremation vaults have been purchased. Cremated remains can now be placed in vault standing rather than on side.

REGULAR AGENDA:

Adoption of Attendance Policy:

Policy discussed at length. Motion made by Pearl and seconded by Ruby to adopt policy with minor language change. No nays. Policy to be implemented July 1, 2018.

Adoption of Verification of Driver's License Policy:

Refer to legal counsel for additional language. Table item to next Board Meeting.

Adoption of Cell Phone Policy:

Policy discussed, motion made by Hubert and seconded by Pearl. No nays. Policy to be implemented on July 1, 2018.

Sound System Bid:

Bid discussed and motion made by Ruby and seconded by Pearl for purchase of system. No nays.

Adjournment: Jose made motion to close meeting and seconded by Pearl. Meeting adjourned at 5:17 p.m.

Minutes recorded by Alfred Roman, Manager NKDC