

## **The North Kern Cemetery District Minutes of Regular Meeting held July 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 were Andrew Mendoza, Pearl Rivera, George Chase, and Hubert Rabanal (absent) and Alfred Roman, Manager

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**Audience:** Victoria Frost, Monica Baca

**Public Comment:** Monica Baca stated she would like to see flowers removed every two weeks from graves. Chairman requested that Manager place her on the agenda for next month.

**Approve Transfer of Revenue for June 2018 to the County Treasure for Deposit: \$130,472.66.**

Revenue discussed, and motion made by George and seconded by Andrew. No nays.

**Approve June 2018 Bill List: \$34,023.37 to the County Treasure for Deposit.**

List discussed, motion made by Andrew and seconded by Pearl. No nays.

**Approve Financial Report for June 2018:**

Report discussed, and motion made by George and seconded by Pearl. No nays.

**Approve June 14, 2018 Board Minutes.**

Minutes reviewed, and motion made by Andrew and seconded by George. No nays.

**Approve the June 26, 2018 Goal Planning Minutes.**

Minutes reviewed, motion made by Pearl and seconded by George. Motion passed, no nays.

**Approve June 17-June 18, 2018, June 2018-June 2019 Budgets.**

Budgets discussed. Motion made by Andrew and second George. Motion passed, no nays.

**Review and Approve Updated Employee Manual**

Reviewed and approved. Motion made by George and seconded by Andrew. Motion passed. No nays.

**Regular Agenda**

**Reports**

**Manager's Trustee's Reports:**

June Casketed Burials: 23, Cremations: 4 Monthly Total: 27. YTD: Casketed: 147, YTD Cremations: 21.

Manager discussed that he will look into Wonderful Grant for cemetery improvement. Two vendors have been contacted to bid on providing lighting to West cemetery. Manager also stated there will be need to purchase replacement trees once Irrigation Project is complete. At Boards request at last month's Board meeting, Manager to make contact with a vendor which could test our water for potability as well as possible contaminants. Samples will be provided within the next two weeks to a testing facility. Jose stated the possibility of providing ice chests for groundsman so they can have ice and water while out on the grounds. Also, the possibility of purchasing an ice maker for the shop once we have the water quality report back. Manager discussed that our East cemetery well is pulling sand and that the well may need to be drilled to more adequate depth in the future. Manager also discussed the possibility of purchasing an automatic sand filtration system for the East well if sand continues to be brought up. Filtration system could cost between \$4000.00 to \$5000.00. Currently sand is being removed manually daily.

**Discussion Items:**

**A. Promfet Cemetery Fencing**

Fencing the front entrance is slated to begin in two or three weeks.

**B. Irrigation Project Update**

Project is nearing completion. Phase III will be completed this week and phase IV will begin next week. Project is running ahead of schedule.

**C. Sand Filtration System**

Refer to Manager's report above.

**Regular Agenda:**

**Victoria Frost – Vendor Solicitation**

Victoria voiced concerns regarding other marker vendors on cemetery property. Victoria feels that these vendors are soliciting cemetery visitors. She was advised by Manager that other marker vendors have the right to be on the cemetery. There is no proof that marker vendors are soliciting cemetery visitors. When a vendor approaches a cemetery visitor for the purpose of purchasing an item, then it can be considered solicitation, but there has been no proof of this.

**Angela Flores – Incorrect Burial**

Mrs. Flores did not present.

**Discuss Purchase of Side Dump Trailer**

Item discussed, and questions posed to cemetery Foreman regarding said piece of equipment. Motion made by Jose and seconded by George to purchase item. Motion passed, no nays.

**Approve Two Groundsman Positions**

Discussion by Board held of the possibility of hiring part-time help first and see if this will lessen the workload. Board suggested reaching out to another temp agency regarding potential part-time help. Board made suggestion to Manager to contact Continental Labor for additional part-time employees as well as contacting another temp agency before making a commitment to hire full-time help. George made a motion direct Manager to contact Continental Labor as well as another potential temp agency for assistance; second by Jose, motion passed. No nays.

**Adjournment:** Motion was made by Jose and seconded by Pearl that meeting be closed at 5:34 P.M.

Minutes recorded by Alfred Roman, Manager NKDC