

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Regular Meeting held September 19, 2023
The agenda was posted on Thursday, September 14, 2023

A. CALL TO ORDER

Chairman Bill Andersen called the meeting to order at 8:00am.

B. ROLL CALL

Trustees Present - Bill Andersen, Mark Riemer, Gordon Takemoto and Grant Kageta

Staff Present - Jeff Forrey and Laurie McAfee

Teleconference - None

Absent - Roy Hebard

Guest(s) -None

Public - None

C. PUBLIC COMMENT - None

D. AGENDA REVIEW

E. CONSENT AGENDA

1. Approval of Minutes for the Workshop meeting on August 8, 2023.

2. Approval of Minutes for the Regular Meeting on August 15, 2023.

4. Approval of payment of the August 2023 Bills in the amount of \$12,295.20.

5. Approval of transfer of August 2023 income to Placer County in the amount of \$44,501.86.

A motion was made by Gordon to approve all items on the Consent Agenda. Grant seconded. All in favor, motion carried.

F. PROJECT UPDATE - None

G. MANAGERS REPORT

1. Location and design options for a new restroom and pavilion project at Rocklin were provided to the Board for review.

2. A potential step program for wage increases was proposed to the Board. Will revisit during budget planning for Fiscal Year 2024/2025.
3. In the matter of legal complaint filed against the California Public Employees' Retirement System and its' Members, Jeff advised the Board that a Closed Session Special Meeting will need to be held at the advise of our attorney. A date will be set once we receive the appropriate document(s) from our attorney to present to the Board.

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS -

1. Bid(s) for 2023 Painting Project - Resolution 2023-07: Only one bid was received for the project. Mark made a motion to accept the proposal from Painter Tech in the amount of \$26,956.00. Gordon seconded. All in favor, motion carried.
2. Revision to Eligibility Policies in the Cemetery Rules and Regulations - Resolution 2023-08 - Mark made a motion to approve the resolution revising our current Eligibility Policy. Gordon Seconded. All in favor, motion carried.
3. Integral Network Quote for Advanced Security and Replacement Server - A quote to provide Advanced Cyber Security Protection for an additional \$146.00 a month and a new Server with installation in the amount of \$8,794.38 was presented from our IT provider, Integral Networks. Gordon made a motion to approve the quote. Mark seconded. All in favor, motion carried.
4. Suggested form from Attorney Regarding Next of Kin - Resolution 2023-09: At the request of the Office Staff, a form was drawn up by our attorney that will protect the District in situations when we are aware there are Legal Next of Kin but they have been estranged from the decedent as well as the other family members and there is no contact information or knowledge of how to reach them. Mark made a motion to approve the resolution. Gordon seconded. All in favor, motion carried.
5. Equipment to be taken to Placer County Procurement - Resolution 2023-10: A list of equipment was presented to the Board to be taken to Placer County Procurement for them to auction off or dispose of. Mark made a motion to approve the resolution to take listed items to Placer County Procurement. Grant seconded. All in favor, motion carried.

I. REVIEW OF CORRESPONDENCE TO THE DISTRICT - None

J. TRUSTEE QUESTIONS & COMMENTS - None

K. ADJOURNMENT - Mark made a motion to adjourn the meeting. Gordon seconded. All in favor, motion carried. Meeting adjourned at 9:02am.



William Andersen, Chairman



Laurie McAfee, Office Manager