

**NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY**  
**District Office, 850 Taylor Road, Newcastle, CA 95658**  
**Minutes for the Regular Meeting held August 17, 2021**  
The agenda was posted on Thursday, August 12, 2021

**A. CALL TO ORDER**

Chairman Leonard Orsolini called the meeting to order at 7:58am.

**B. ROLL CALL**

Trustees Present - Leonard Orsolini, Gordon Takemoto, Mark Riemer and Bill Anderson

Teleconference - Roy Hebard

Staff Present - Jeff Forrey and Laurie McAfee

Absent - None

Guest(s) - Jimmy Pinocchio and Dane Wadley

- C. PUBLIC COMMENT** - Dane Wadley introduced himself as a representative from the CA Special District Association (CSDA). He wanted to inform us that the CSDA is putting together a program for Special Districts that would allow them to recoup any losses due to COVID 19. He will send out information when it becomes available.

**D. AGENDA REVIEW**

**E. CONSENT AGENDA**

1. Approval of Minutes for the Special Meeting on July 6, 2021.
2. Approval of Minutes for the Workshop Meeting on July 13, 2021.
3. Approval of Minutes for the Regular Meeting on July 20, 2021.
4. Approval of payment of July 2021 bills in the amount of \$13,662.07.
5. Approval of transfer of July 2021 Income to County in the amount of \$17,512.58.

A motion was made by Mark to approve all items on the Consent Agenda. Bill seconded. Roy abstained. All in favor, motion carried.

**F. MANGERS REPORT**

1. Equipment - We have begun the purchase of equipment that was approved in the Fiscal Year 2021/2022 budget.
2. Rocklin Block 7 drainage improvement - The Rocklin crew will trench out the area where water is pooling and add a french drain that will connect to the 12" storm drain. It is anticipated that this will be a three (3) day project and most of the materials we have on hand. In addition, a grinder will be used to ruff up the concrete pad to prevent slipping.

**G. BOARD DISCUSSION & POSSIBLE ACTION ITEMS -**

1. Review of By-Laws passed February 1962, July 1962, June 1981, March 1998 - Resolution 01-27 drafted by our attorney to repeal above dated by-laws was presented to the Board. Mark made a motion to approve the resolution. Gordon seconded. All in favor, motion carried.
2. New Water Tank Project in undeveloped area - On August 16, 2021, Jeff Forrey, Harley Forrey, Jimmy Pinocchio and Jamie Cowling met with Magda, who lives next door near to where the tank will be installed and who shares the access road, to discuss plans and address any concerns with her. The Board requested that Jeff speak with our attorney about drawing up an agreement. No action taken at this time.
3. Evaluation of Office Manager position / Wage and Responsibilities - An evaluation of duties and hourly rate were discussed and the Board was presented with a requested merit increase for the current Office Manager of \$7,500.00 a year. Mark made a motion to approve the increase effective 8/17/2021. Bill seconded. Roy abstained. All in favor, motion carried.

**H. REVIEW OF CORRESPONDENCE TO THE DISTRICT - None**

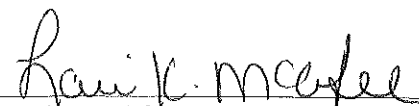
**I. TRUSTEE QUESTIONS & COMMENTS -**

1. It was proposed by Mark Riemer that we have a BBQ during the month of October 2021 for staff, to show appreciation for their hard work during the COVID-19 2020 year and to welcome to the new District Manger, Jeff Forrey. Safety meeting to follow..

**K. ADJOURNMENT** - Mark made a motion to adjourn the meeting. Gordon seconded. Roy abstained. All in favor, motion carried. Meeting adjourned at 8:36am.



Leonard Orsolini, Chairman



Laurie McAfee, Office Manager