

BOARD OF TRUSTEES REGULAR MEETING

WINTON CEMETERY DISTRICT

Monday, November 21, 2022, at 2:00 pm

Winton Cemetery District Office

7651 West Almond Avenue

Winton, CA 95388

BOARD MEMBERS

Adam Reed, President

Barbara Heller,

Secretary

Robert Callahan,

Scott Phillips, Vice-President

Cindy Granado Uyematsu,

Trustee

Trustee

Action Minutes

1. CALL TO ORDER

Board president, Adam Reed, called the board meeting to order at 2:00pm. All board members were present (Adam Reed, Barbara Heller, Cindy Granado Uyematsu, Robert Callahan, and Scott Phillips who joined at 2:12pm.)

2. PUBLIC COMMENT

Public comment was opened with one member of the public present. Linda Martinez stated, "I have come to this board meeting to get an update from last board meeting. To also let the board, know that she has more pictures of additional parties that have been happening at the cemetery after hours."

3. REVIEW AND APPROVAL OF MINUTES

Board approved October 19, 2022 minutes.

4. DISCUSSION ITEMS

a. Merced County Sheriff's

Dustin Bender came out on behalf of the sheriff's department to answer any of our questions regarding misconduct at the cemetery. In doing so he recommends that we have signs posted, and also giving the sheriffs a letter of authority including everything that is prohibited that way the sheriff can help enforce our rules when we are not present.

b. Financial Report

Board discussed bills and took action.

c. Manager's Report

Grounds:

- i. I've met with the a few guys for the solar project. Everyone should have their proposals with drawings within the new two months.
- ii. The pebble tech under Kati's desk has been fixed.
- iii. I had the guys pruning the tree in the first two roadways, we just have one roadway left
- iv. I am still working on getting quotes for the old wells project.
- v. The RTV dump truck was not working right. I tried everything I could think of to fix it with no luck. So, I called Garton to check it out, they ended up taking the fuel tank off and flushed it. Now it is working great.
- vi. I got a quote from Hoffman security to add an additional camera by our shop to point towards the new section. Hoffman wants us to put a pole and run electrical wires. Which would require us to trench through the black top. Also, Tripp security has not gotten back to me to give me a quote for a security camera.

- vii. We received the new compactor. It has been working fine, packing graves tightly, and getting the ground level.
- viii. I have reached out to a few manufactures and they all have said they will come out and measure and then give us a quote for the canopies.
- ix. APG came out Thursday and fixed both gates. Gates are working great now.

Office reported the following:

- i. I was able to contact the sheriff's office regarding the September 21, 2022 incident and October 24, 2022 incident. They were able to verify with me that sheriffs did come out due to getting a call. But there was no report made because technically no one was breaking the law when sheriffs showed up. They also confirmed sheriff's helicopter was in the area but not because of the incident at the cemetery. That is as much detail they were able to give me.
- ii. I contacted the sheriff's secretary and she is trying to have a sheriff come out to our meeting Monday November 21, 2022. Update spoke to Ray (who is the head sheriff for these kinds of patrols) about these incidents, unfortunately he will be out for training all next week, but he said he will send one of his sergeant's Mike Ruiz to go over the incidents, answer any questions, and helps guide us with a game plan. Ray said he can also come out to our December meeting if needed to help continue coming up with a game plan.
- iii. I was able to get some quotes to have our computers backed up to a hard drive or iCloud data base. When asking computer companies about networking a lot of them didn't think it is something we should invest in. They said even with networking that my computer could run slow that it has more to do with the internet provider than anything else. When tech heroes came out, they told me we already have a network that they installed one when they did our phone line. A majority of the computer companies recommend we get a NAS drive to back up our systems, and that they also recommend us to pay the monthly fee which would cover their time doing any updates and making sure that it's running properly every month.
- iv. I spoke with Aramark about the bathroom fee. They said the fee is for us to use their dispensers, and them stocking our toilet paper, soap, paper towels, ect. He said that they will work with us on lowering the monthly bill including the restroom fee. Ron says it went from \$28.99 to about \$8-\$9 every week. You can already see a big difference with our November bills.
- v. Credit card: after speaking with the county, we will need an AC320 signed and turned in with the statement and receipts. To get this bill paid it does not need board approval due to having to get the bill paid as soon as possible and cannot wait till a board

meeting. The bill would be reported on the next meetings minutes. Board will need to decide how they will like to do this moving forward regarding the AC320.

- vi. I am issuing Madelyn Flores a refund of \$48.40 due to an over payment for her pre-need in Veteran Niche 30.
- d. Board meeting dates
Board discussed and took action.
- e. Polices and Procedures
Board would like the new policy to match our new signs.
- f. Holidays (Memorial Day)
Board discussed and took action.
- g. CAPC annual conference
Board discussed and took action.
- h. Streamline website
Board discussed and would like for the office manager to look into what would be needed to keep our domain name and emails before making a decision.
- i. Pontem mapping
Board discussed and took action.
- j. Money transfer for Pontem mapping
Board discussed and took action.
- k. Office hardware back up
Board would like for the office manager to see if we can have the computer representatives come out and explain the quotes.

5. ACTION ITEMS

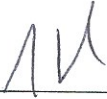
- a. Bill Approvals
Board approved all bills. Motioned by Robert, seconded by Cindy, all in favor.
- b. Terry Lapalmer Refund
Tabled, no action taken.
- c. Board meeting dates
Board will move meeting date back to the second Monday of every month. Motioned by Barbara, second by Cindy, all in favor.
- d. Policies and Procedures
Tabled, no action taken.
- e. Holidays (Memorial Day)
Board decided that the cemetery will participate with hosting an open house on Memorial Day. Motioned by Scott, second by Cindy, four votes in favor, one opposed motioned by Adam.
- f. CAPC annual conference
Board approved to have the office manager and any board member who would like to attend the annual conference. Motioned by Scott. Second by Cindy all in favor.
- g. Streamline website
Tabled, no action taken.
- h. Pontem mapping
Board approved to move forward to have Pontem do the deep dive on the project to get final numbers, and to pay the non-refundable deposit of \$2,400 to have them to get started. Motioned by Cindy, second by Scott, all in favor.

- j. Office hardware backup
Tabled no action taken.

6. Report Out of Closed Session
No closed session this meeting.

7. Adjourn Meeting

Meeting was adjourned at 4:55pm. Motioned by Scott, second by Barbara, all in favor.



Adam Reed
Board President