

# EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

APRIL 19, 2021

The meeting was called to order by Chairman Victor Yaw at 5:00 pm.

**ROLL CALL:** Chairman Victor Yaw & Vice-Chairman Glenda Willie (tele-conference) were present. Trustees: Harold Smith & Owen Carder (teleconference) were present. Trustee Buford Land was absent. The Pledge of Allegiance was led by Chairman Yaw.

**PUBLIC PRESENTATION:** There were none at this time.

**APPROVAL of the AGENDA and MINUTES:** Vice-Chairman Willie made a motion to approve the Agenda & Minutes as presented. Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Willie, Smith & Carder. Absent – Land. Motion carried.

**APPROVAL OF MONTHLY BUDGET AND VOUCHERS:** Trustee Smith made a motion to approve the monthly budget and vouchers #E021621, E030221 & E031821. Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Willie, Smith & Carder. Absent – Land. Motion carried.

**MANAGER'S REPORT:** The Manager informed the Board that:

- The District performed 9 interments since the last meeting (1T/1C - CCMP / 5T & 2C - MC).
- Security: The Manager informed the Board that he is looking into motion alarms for the Mojave Cemetery. The security would be for the District Office and Shop. The estimate is around \$4500.00.
- There was an attempted theft of the catalytic converter on the dump truck. The thieves got distracted or were otherwise unable to remove the unit and fled.

**SAFETY REPORT:** The Manager informed the Board that there are no incidents to report.

**NEW BUSINESS:** **A. LOT REFUND – MARY ANNE STYCKOVICH (CCMP):** The Manager gave the Board the refund request from Mrs. Styckovich. She no longer needs the extra lot she had purchased and is seeking a refund of \$1525.00 (no Endowment was paid). Vice-Chairman Willie made a motion to approve the refund of \$1525.00. Trustee Smith seconded. Roll Call Vote: Ayes – Yaw, Willie, Smith & Carder. Absent – Land. Motion carried. **B. SEASONAL EMPLOYEE HOURLY RATE:** The Manager is considering hiring a Seasonal Employee for the summer. This employee will work around 30 hr. per week and will not have any benefits other than the required Sick Leave. The Manager proposed \$18.00 hr. pay for this position for a duration of 4-5 months. Vice-Chairman Willie had concerns about advertising, nepotism and asked the Manager if had was considering anybody in particular, to which he said he had a couple of people in mind but there was no real relationship with. The Manager reminded the Board that this position is temporary and there is no possibility for any immediate permanent position with the District. Trustee Smith made a motion to approve \$18 hr. for a duration of 4 months with Board approval for 5 months (if necessary). Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Willie, Smith & Carder. Absent – Land. Motion carried. **C. CHILD AND BABY INTERMENT FEE SCHEDULE:** The Manager informed the Board that the District does not have an actual fee schedule for Child. The fee schedule we have for Child is actually for Baby. Although the District does not perform Child services very often (less than 3 in 30 years), it is necessary for the Board to approve a fee schedule, specifically for this type of interment. The Manager informed the Board that there is no designated space for this type of interment and would have to utilize a full-size lot, but would have some reduced fees for Opening/Closing, Vault & Vault Handling. Trustee Carder made a motion to approve the new fee schedule for Child Interment and the rewording of the previous fees for Child Interment to Baby Interment, as presented. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Smith & Carder. Absent – Land. Motion carried.

**BOARD MEMBER ANNOUNCEMENTS:** There was none at this time.

**ORAL COMMUNICATIONS:** Chairman Yaw mentioned he will be gone June 21 and asked the Manager to query the rest of the Board, if the June meeting could be moved to June 14, so that the Chairman could participate in the annual Manager Review.

**ADJOURNMENT:** Trustee Smith made a motion to adjourn at 5:23 pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary

