

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

April 21, 2025

The meeting was called to order by Chairman Yaw at 4:50pm.

ROLL CALL: Chairman Victor Yaw was present. Trustees: Harold Smith, Owen Carder & Leslie Swindler were present. Vice-Chairman Glenda Willie was excused. Manager Paul Holzer was present. The Pledge of Allegiance was led by Chairman Yaw.

APPROVAL of the AGENDA and MINUTES: Trustee Swindler made a motion to approve the Agenda & Minutes as presented. Trustee Carder seconded. Ayes – Yaw, Smith, Carder & Swindler. Absent – Willie. Motion carried.

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Smith made a motion to approve the monthly budget and vouchers #'s I031925, I040125 & I041025. Trustee Carder seconded. Ayes – Yaw, Smith, Carder & Swindler. Absent – Willie. Motion carried.

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

- The District performed 0 interments & initiated 2 Pre-Need's.
- KMI Columbarium measuring CCMP with engineer for proper circumference of patio.

SAFETY REPORT: The Manager assured the Board that there have been no incidents of safety to report and that every effort is made to ensure a safe work environment.

CONTINUED BUSINESS:

NEW BUSINESS: **A. Amend Conflict of Interest Policy:** The Kern Co. Board of Supervisors is giving the District the option of retaining original Form 700's. If the District amends its current COI code, it will retain & make available (per public request), original Form 700 for review at the District Office instead of forwarding to KCBS. If the District does not amend the COI, the KCBS will need to have and keep Trustee's and Manager personal phone & emails. The Manager prepared an amended COI for consideration. Trustee Carder made a motion to approve the COI as presented. Trustee Swindler seconded. Ayes – Yaw, Smith, Carder & Swindler. Absent – Willie. Motion carried. **B. Sec. F Columbarium:** As previously discussed, the Sec. F Niche is in need of replacement due to aging. KMI Columbarium will create an identical replica of the current niche (as far as size, color & inscriptions – orientation will change). The quote from KMI is \$16,302 (does not include foundation). After diligent consideration, Trustee Swindler made a motion to accept the quote as presented. Trustee Carder seconded. Ayes – Yaw, Smith, Carder & Swindler. Absent – Willie. Motion carried. **C. Sec. D Columbarium:** The Manager presented the Board with options for creating a columbarium feature on the north end of Sec. D (in lieu of SF). The full proposal is for a complete feature with 480 niches with an estimate of \$180,000 (minus concrete and foundation construction). The Manager explained that this project, most likely, will not begin before the next fy and, therefore, would not affect our cy budgeted Capital Outlay. After some discussion, Trustee Carder made a motion to approve moving forward with the entire project as presented. Trustee Smith seconded. Ayes – Yaw, Smith, Carder & Swindler. Absent – Willie. Motion carried. **D. MC Shop Bathroom:** The Manager reminded the Board that the MC shop has no restroom. Estimates total \$35k +- and the Manager has opted to pursue a portable unit for less than \$10k. This item is removed from the Agenda. No motion needed.

BOARD MEMBER ANNOUNCEMENTS: Yaw – Mojave Seniors luncheon Thursday @ 12.

ADJOURNMENT: Trustee Carder made a motion to adjourn at 5:31pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary