

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

January 22, 2024

The meeting was called to order by Chairman Yaw at 4:53pm.

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

PUBLIC PRESENTATION: There were none at this time.

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

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Carder made a motion to approve the monthly budget and vouchers #H011124. Vice-Chairman Willie seconded. Ayes – Yaw, Smith & Carder. Absent – Willie. Motion carried.

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

- The District performed 2 burials since the last meeting (T-MC).
- There are 5 pending cremation interments.
- Groundsman Mullins has been preparing for the pending concrete work, removing cypress trees and relocating sprinklers.
- Instead of running electrical down the middle of the new driveway, we intend to trench along the east side of the proposed additional 6ft. of driveway and install 110v and 24v wiring for electrical and lighting.

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.

PENDING ITMES:

CONTINUED BUSINESS:

NEW BUSINESS: A. ELECTION of OFFICERS: At the first meeting of the new year, the Board elects officers.

Trustee Smith made a motion to keep all officers in their current position (Chairman – Yaw, Vice-Chairman – Willie & Safety Officer – Carder). Trustee Carder seconded. Ayes – Yaw, Willie, Smith & Carder. Motion carried.

B. REVIEW/ADOPT/APPROVE DISTRICT FEES: The Manager had no recommendations for changes in fees. Vice-Chairman Willie made a motion to accept the Manager's recommendations. Trustee Carder seconded. Ayes – Yaw, Willie, Smith & Carder. Motion carried.

C. SEWER REPAIR/REPLACEMENT – MC: The Manager explained that it was necessary to address the sewer piping before we proceeded with replacing the driveway. In July 2020, the sewer pipe was rooted and a camera was inserted to inspect the piping. It was determined it needed repair. This was an oversite before soliciting bids for the driveway. The Manager expects any repair to Belshaw St., to cost at least \$10k and would like the Board to approve up to that amount for repairs. Trustee Smith made a motion to approve up to \$10k for sewer line repairs and to have the Manager seek proposals for such work. Trustee Carder seconded. Ayes – Yaw, Willie, Smith & Carder. Motion carried.

D. REVIEW-AWARD MC DRIVEWAY PROJECT: The Manager placed Public Notices in the A.V Press and Bakersfield Californian to inform of the project, job walk and solicit bids. We had a job walk on January 10 (attended by: Porter Concrete Const., Cen-Cal Const. & ARES Engineering LLC) and bids were due by Jan. 18, 2024. The Manager was contacted by other contractors as well, via phone. Each contractor was given a Scope of Work, detailing the project. The District received 4 proposals. Chairman Yaw opened each proposal and stated name of company and bid total (Porter Concrete Const. - \$144,406, Cen-Cal Const. - \$129,952, ARES Engineering LLC - \$157,846 & DOD Const. - \$161,000). Chairman Yaw asked if each of the bidders attended the Job Walk to which the Manager explained all but DOD Const. The Board considered each of the bids and asked the

Manager if there was any other information. The Manager explained that the bid from Cen-Cal was based on a “1 pour” approach, so it would seem they might have less labor charges. The Manager was asked by Cen-Cal if that was possible and the Manager explained that services are a priority of the District and wouldn’t want to have to make any family wait, but it could be possible. In addition to the driveway project, it will be necessary to address the concrete patio, due to repairing the sewer line (discussed in the previous motion) and make a change order to the project accordingly (Manager estimates \$10k). After careful consideration and a call to Cen-Cal to ask if their bid would be the same if they were unable do a “1 pour”, Trustee Carder made a motion to award the project to Cen-Cal Construction. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Smith & Carder. Motion carried.

BOARD MEMBER ANNOUNCEMENTS: Yaw – Mojave Chamber on Thursday @12.

ORAL COMMUNICATIONS:

ADJOURNMENT: Trustee Carder made a motion to adjourn at 5:50pm.

Respectfully Submitted by:
Paul Holzer,
District Manager / Board Secretary

