

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

June 21, 2021

The meeting was called to order by Vice-Chairman Glenda Willie at 4:57 pm.

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

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. Roll Call Vote: Ayes – Willie, Land, Smith & Carder. Absent – Yaw. Motion carried.

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Carder made a motion to approve the monthly budget and vouchers #E052521. Trustee Smith seconded. Roll Call Vote: Ayes – Willie, Land, Smith & Carder. Absent – Yaw. Motion carried.

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

- The District performed 2 interments since the last meeting (2Cr – CCMP)
- The Manager hired Jonathan Smith to the open Seasonal position. The Manager received additional interest in job openings from a person named Jeramiah Root. The Manager explained to Mr. Root that there was a part-time opening and encouraged Mr. Root to submit a resume via email or in-person. The Manager also informed Mr. Smith to submit a resume via email or in-person, as well. The Manager did not receive a resume from Mr. Root and did from Mr. Smith. The Manager called in Mr. Smith to interview and hired Mr. Smith on June 16. Mr. Smith will work from July 6 thru Oct. 31 – 4/8hr days per week at \$18.00 hr.

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

NEW BUSINESS: **A. REVIEW-ADOPT-APPROVE 2021-2022 BUDGET:** The Manager presented the Board with the proposed budget for fy 21-22. The Manager explained some of the proposed increases to: Employee Benefits, Capital Outlay & Wages. The proposed increase to Employee Benefits, represent the re-instatement of the Individual Mandate to the Affordable Care Act – Capital Outlay increases are due to the continued CCMP driveway project and equipment purchases – Wage increases are due to the addition of the Seasonal position. Vice-Chairman Willie asked what the current fy budget increase to Office Supply were due to. The Manager explained that there were depleted forms, funeral envelopes, etc. that needed re-supply. Some of the increase is due to equipment updates and replacements. Trustee Smith made a motion to approve the 2021-2022 Proposed Budget as presented. Trustee Carder seconded. Roll Call Vote: Ayes – Willie, Land, Smith & Carder. Absent – Yaw. Motion carried. **B. 1999 KUBOTA L35 TLB – DECLARE AS SURPLUS – SOLICIT BIDS:** The Manager explained to the Board that the Kubota L35 has served out its value to the District. As per the Districts Equipment Inventory Depreciation list, the current value of the Kubota L35 is \$1118, depreciated at a rate of \$1250 per year. If the District continues to retain this equipment, it will be mandated to retrofit the engine. The Manager has budgeted for a new tractor in the, now approved, 2021-2022 Budget. The Manager proposes to purchase a new tractor/backhoe and rotate current equipment and use the current John Deere 110 TLB, as auxiliary equipment. Trustee Carder made a motion declare the Kubota L35 as surplus and solicit bids for sale via Public Notice in local papers. Trustee Smith seconded. Roll Call Vote: Ayes – Willie, Land, Smith & Carder. Absent – Yaw. Motion carried.

BOARD MEMBER ANNOUNCEMENTS: There were none at this time.

ORAL COMMUNICATIONS: There were none at this time.

ADJOURNMENT: Trustee Carder made a motion to adjourn at 5:18 pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary

