

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

June 20, 2022

The meeting was called to order by Chairman Yaw at 4:56 pm.

ROLL CALL: Chairman Victor Yaw & Vice-Chairman Glenda Willie were present. Trustees: Buford Land (tele-conference), 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 Carder made a motion to approve the Agenda & Minutes as presented. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried.

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Smith made a motion to approve the monthly budget and vouchers #F052422 & F060322. Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried.

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

- The District performed 2 interments since the last meeting (1T-CCMP / 1T-MC)
- The alarm in the office has been completed and is on-line. Still need to complete shop area.
- He has contacted CemSites to alter the “homepage” of the Districts website in an effort to identify, more clearly, the separate cemetery’s. The Manager does not have access to this particular part of the website and there will be a nominal charge to the District.

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

PENDING ITMES: There are no Pending Items at this time.

CONTINUED BUSINESS: There is none at this time.

NEW BUSINESS: **CLOSED SESSION: A. DISTRICT MANAGER ANNUAL REVIEW:** The Manager provided the Board with a brief summary of work and history and asked if the Board had any questions before entering Closed Session, to which there was none. Trustee Carder made a motion to go into Closed Session @ 5:06. Vice-Chairman Willie seconded. Trustee Carder made a motion to come out of Closed Session @ 5:12. Trustee Smith seconded. Vice-Chairman Willie made a motion to go into Open Session @ 5:14. Trustee Smith seconded. Chairman Yaw divulged the findings of the Closed Session informing the Manager that the Board believes the Manager is doing a great job and, furthermore, has no complaints with the Manager’s performance. Chairman Yaw opened the floor to any salary increase and informed the Board that, during recent discussions on the water board, it was discussed that the COLA and CPI are both expected to be around 4.5% (respectively). Trustee Smith made a motion to approve a 7% COLA. After some discussion, Trustee Carder made a motion to approve a 4.5% COLA. Vice-Chairman Willie seconded. Chairman Yaw acknowledged the first motion by Trustee Smith and recognized it had no second and declared the motion a fail. Chairman Yaw acknowledged the second motion by Trustee Carder with a second by Vice-Chairman Willie and asked for a roll call vote. Ayes – Yaw, Willie & Carder. Noes – Smith. Inaudible – Land. Motion carried. **OPEN SESSION: A. REVIEW-ADOPT-APPROVE 2022-2023 ANNUAL BUDGET:** The Manager presented the Board with the 2022-2023 proposed budget. The Manager explained that he will remove item “Un-Employment” and group it in with “Wages & Taxes”. Trustee Smith made a motion to approve the budget as presented. Trustee Carder seconded.

Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried. **B. ROBERTS RULES of ORDER – RESOLUTION 22-01:** The Manager presented the Board with the formal resolution establishing official proceedings for Board meetings. Trustee Carder made a motion to adopt Resolution 22-01 as presented. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried. **C. POSTPONE or MOVE JULY MEETING:** The Manager requested to postpone or move the July 18 meeting due to being out of town that weekend. The optional meeting dates would be July 11 or July 25. Vice-Chairman Willie made a motion to move the meeting to July 11. Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried.

BOARD MEMBER ANNOUNCEMENTS: Yaw – Coffee with Cops @ Starbucks. Veterans Bldg. - COVID 19 tests on Wednesday and Sunday; Dances; Booker T. Brown Foundation – fundraiser for cancer patients and elderly; Spay & Neuter – Aug. 8. Willie – Seniors Bingo Tuesday & Thursday @ 10:00 (\$12 buy-in); K.C. Library readings.

ORAL COMMUNICATIONS: There were none at this time.

ADJOURNMENT: Trustee Carder made a motion to adjourn at 5:40 pm.

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

