

# EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

October 18, 2021

The meeting was called to order by Chairman Yaw at 4:57 pm.

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

**APPROVAL OF MONTHLY BUDGET AND VOUCHERS:** Trustee Carder made a motion to approve the monthly budget and vouchers #F093021. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Land & Carder. Absent: Smith. Motion carried.

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

- The District performed 0 interments since the last meeting.
- Groundsmen Travis & Johnny have painted the office @ CCMP and the eaves of the District Office.
- Groundsman Johnny Smith will end his season next week. He has 7 days remaining.
- Groundsman Travis Mullins celebrated his 6<sup>th</sup> year with the District on Oct. 13.
- Arrow Engineering is nearing its completion of the engineering plans for the CCMP main driveway.

**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.

**CONTINUED BUSINESS:** There was none at this time.

**NEW BUSINESS:** **A. CAPC REVIEW – TRUSTEE SMITH RE-IMBURSEMENT:** Trustee Smith sent his notes to the Manager, for him to present to the Board. Chairman Yaw wished to hear directly from Trustee Smith and suggested that the Board approve the reimbursement for Trustee Smith and the Manager. Trustee Carder made a motion to approve the reimbursements, a total of \$757.15, as presented. Vice-Chairman Yaw seconded. Roll Call Vote: Ayes – Yaw, Willie, Land & Carder. Absent: Smith. Motion carried. **B. EMPLOYEE HANDBOOK – PRESCRIPTION SAFETY GLASSES:** The Manager presented the Board with the added verbiage to the Employee Handbook, to include the Districts obligation to provide prescription safety glasses, when necessary. Vice-Chairman Willie made a motion to approve the addition, as presented. Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Willie, Land & Carder. Absent: Smith. Motion carried.

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

**ORAL COMMUNICATIONS:** There were none at this time.

**ADJOURNMENT:** Trustee Carder made a motion to adjourn at 5:10 pm.

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