



Monday, April 8, 2019, at 12:00 p.m.  
Silveyville Cemetery District Office  
800 S. 1<sup>st</sup> Street, Dixon, CA 95620

### MEETING MINUTES

A. CALL TO ORDER The meeting was called to order by Board Chairperson C. Gill at 12:00 p.m.

B. Attendees stood and recited the Pledge of Allegiance.

C. ROLL CALL

Present  
Cindy Gill – Board Chairperson  
Marcy Savala – Vice Chairperson  
Emily Rowe – Trustee  
Bill Birdsong - Trustee

Also Present  
Melissa Apaka – District Manager  
Jennifer Huff – Clerk of the Board

D. PUBLIC COMMENT

- None.

E. CORRESPONDENCE/ANNOUNCEMENTS

- Emails from CSDA Re: AB1486 & ACA 1, delivered to trustees in board packets.

F. CONSENT AGENDA

- Regular Meeting Minutes for March 11, 2019 – meeting minutes were delivered to the trustees. M. Savala made a motion to approve the March 11, 2019. B Birdsong seconded the motion. 4 Ayes. Motion Carried.
- Approval of Expenditures for March 2019 – M. Savala gave a brief update on the Wells Fargo Investment. E. Rowe made a motion to approve the March 2019 expenditures with the update to the Wells Fargo Investment amount. M. Savala seconded the motion. 4 Ayes. Motion carried.

G. INFORMATION ITEMS

- District Manager's Report for March 2019 – M. Apaka spoke briefly about the Manager's report, answered questions accordingly. Provided projection from Solano County regarding the redevelopment property tax allocations. All trustees have Gmail accounts for board business. Reminder of harassment/ethics training that has been scheduled for the trustees. M. Apaka reported that the landscape company has started and the first day went well and the Dixon cemetery is looking better. The sign at Tremont church is loose and in need of repair or

replacement. M. Apaka will gather and present options for repair and/or replacement at a later date.

## H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

### OLD BUSINESS

1. Asphalt Bid – A revised bid was received and includes all new rolled and/or vertical curbs in the project area of asphalt instead of just sections in need of repair. After discussion M. Savala made a motion to accept the asphalt bid from Central Valley Engineering & Asphalt bid dated 4/2/2019 \$437,185.00 with high rolled curbs, gutters and asphalt installed with the total price not to exceed \$450K. E. Rowe seconded the motion. 4 Ayes. Motion carried.
2. District Liability & Workers Comp Insurance – M. Apaka reached out to surrounding cemeteries that are currently using SDRMA. M. Apaka spoke with Solano Cemetery District and they have used SDRMA for over 20 years and Vacaville-Elmira has used them for more than 15 years and they are all in agreement that they are happy with the services they are providing. M. Savala made a motion directing M. Apaka to send a letter of intent to cancel to GSRMA and requesting her to get a quote from SDRMA. B. Birdsong seconded the motion. 4 Ayes. Motion carried.

### NEW BUSINESS

1. Conditions & Maintenance of Cemeteries –
  - Binghamton – R. Gill has offered to spray the high weeds in the parking area.
  - Tremont – Grounds are really looking great at Tremont Cemetery.
2. AB1486 & ACA 1 – Trustees had an opportunity to review the AB bills as described in the emails sent by CSDA. After brief discussion B. Birdsong made a motion directing M. Apaka to send a letter opposing AB 1486. M. Savala seconded the motion. 4 Ayes. Motion carried. B. Birdsong made a motion requesting more information on ACA1 before the board makes a decision on whether to support it or not. M. Savala seconded the motion. 4 Ayes. Motion carried.
3. Multiple Burial Policy & Administrative Fee – A new proposed multiple burial & administrative fee policy was delivered to the trustees addressing multiple burials taking place the same time in the same plot or niche. M. Savala made a motion that we implement the new multiple burial policy & administrative fee of \$150.00 as proposed. B. Birdsong seconded the motion. 4 Ayes. Motion carried.
4. B.P. 401.3 – Trustees were given current policy for Saturday burials along with a proposed revision and pricing change. After discussion, M. Savala made a motion to repeal BP 401.3 - Saturday Burials, which means the district will not offer Saturday burials. B Birdsong seconded the motion 3 Ayes, 1 Oppose (*E. Rowe*). Motion carried.
5. Tremont Church – C. Gill suggested that the Tremont Mite Society be contacted and asked for a list of any personal belongings which belong to the Mite Society that may currently reside within the Tremont Church. Once the list is received, the District manager will make arrangements to return any items the Board of Trustees agree belong to the Tremont Mite Society. Furthermore, the Tremont Mite Society is to be instructed to make arrangements to remove the organ that has been stored in the church for many years. The Board feels it does not belong in the church. M. Apaka will contact the president of the Tremont Mite Society accordingly.

In addition to this discussion, M. Apaka distributed the digital drawing and email from In Scale Design for the Trustees to review. The information was received after the board packets were delivered for this meeting. The trustees asked that M. Apaka make arrangements for the architect from In Scale Design to attend the next meeting on May 13, 2019 to discuss the plans for the accessibility ramp and answer any questions the trustees have.

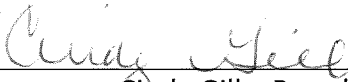
**I. BOARD MEMBER'S COMMENTS**

- M. Savala – Tremont cemetery looks so lovely. Everything looks so nice and we have accomplished so much with new management and staff. Asked about the status of trustee vacancy. M. Apaka has reached out several times to the Board of Supervisors office and there is still no appointment.
- E. Rowe – Thanked Melissa and staff regarding the recent burial at Tremont. It was a beautiful service despite the rain.
- B. Birdsong – Everyone seems to be doing a great job; the grounds look nice and the landscapers are doing a great job with the weed eating. He is pleased with the progress of the cemetery.

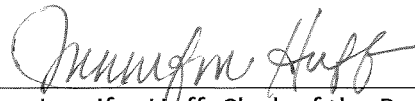
**J. CHAIRPERSON'S COMMENTS**

- C. Gill – Echoes M. Savala's comments. We tend to overlook the progress of the cemeteries and they really do look nice.

**K. ADJOURNMENT** Meeting was adjourned by Chairperson C. Gill at 1:55 p.m. The next regular board meeting is scheduled for Monday, May 13, 2019, at noon.



Cindy Gill – Board Chairperson



Jennifer Huff, Clerk of the Board