



Monday, August 19, 2019, at 12:00 noon
Silveyville Cemetery District Office
800 S. 1st 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

- None

F. CONSENT AGENDA

- Regular Meeting Minutes for July 8, 2019 – meeting minutes were delivered to the trustees. M. Savala made a motion to approve the minutes from July 8, 2019. E. Rowe seconded the motion. 4 Ayes. Motion Carried.
- Approval of Expenditures for July 2019 – monthly expenditures were delivered to the trustees. B. Birdsong made a motion to approve the July 2019 expenditures. M. Savala seconded the motion. 4 Ayes. Motion carried.

G. INFORMATION ITEMS

- District Manager's Report for July 2019 – managers monthly report was delivered to the trustees; M. Apaka answered questions accordingly.

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

OLD BUSINESS

1. Storm Drain update – M. Apaka informed the board that after further research, the storm drain is functional and installed properly. The pumps that are currently installed were not working and the float was stuck. M. Apaka had a grounds staff look at them; they are operational but are not in good working condition. The pumps will likely need to be replaced in the near future.
2. 2001 John Deere Gator – M. Apaka provided the board with an update after speaking with Valley Truck & Tractor. It's worth approximately \$3500 once it's fixed however the estimate is around \$1700. The trustees asked M. Apaka to pursue selling it without paying to fix it.
3. Tremont Church Accessibility – M. Apaka provided the board with the first estimate she has received for the ramp thus far. District staff are still in contact with other contractors awaiting their bids.

NEW BUSINESS

1. Conditions & Maintenance of Cemeteries
 - Binghamton: M. Apaka shared that the streetlight has been installed by the county. C. Gill commented on the lack of maintenance of the field adjacent to the cemetery itself. The field needs to be disked because the weeds have not been kept under control since Mark Atkinson is no longer farming the property. Pictures were provided to show the board the condition of the field. Possible solutions to solve the lack of maintenance were discussed. The first would be to call Mr. Tijero and inquire if he would still be interested in leasing the property at a lower price. Also, the possibility of approaching another local farmer to plant winter wheat at little or no cost to him was presented by C. Gill as ideas and possible solutions to solve the maintenance problems. M. Savala commented on the condition of the field stating she had just mentioned it to M. Apaka last week about it looking bad. All trustees discussed the solutions and M. Apaka was directed to contact M. Tijero again and offer a lower lease amount, no lower than \$100 per year. M. Apaka informed the board that she never heard back from Mr. Tijero after contacting him in May with the board decision of \$150 per acre (\$900 per year) lease amount. Another concern the board has is the huge burn pile at the back of the property. M. Apaka informed the board that the plan originally was to have the Delta Camp crew take care of the control burn but unfortunately there haven't been any available crews for quite some time. M. Apaka will order a green waste bin from Recology and have the grounds staff take the backhoe out to Binghamton and load the green waste into it. The trustees also talked about the possibility of moving the fence up to the original location and working towards restoring the cemetery to how it once was.
 - Restroom Trailer – M. Apaka informed the board that the restroom trailer is ready for use now that the street project has been completed. Setting up the trailer properly takes about 30 min and another 30 min to take down each time we use it. She feels it is not practical to have to set up and take down daily so the best option would be to keep it parked inside the entrance of the north yard. This will make it accessible for any guest visiting during business hours. The staff can move it closer for burial services as necessary. To better secure the restroom trailer after hours and on the weekends, M. Apaka recommended adding additional barbed wire to the remainder of the chain-link fencing surrounding the north yard to deter anyone from hopping the fence. The trustees agreed and gave M. Apaka the go ahead to have the barbed wire installed.

- Streets project – M. Apaka distributed a bid for crack filling/sealing and seal coat finish for the portion of the streets that did not get new asphalt. This would help add some longevity to these streets and the seal coat would also make them dark so they would match the new asphalt. After much discussion, M. Savala made a motion to accept only the portion of the bid for the crack fill at this time. E. Rowe seconded the motion. 2 Ayes. 1 oppose (B. Birdsong) and 1 abstain (C.Gill). Motion carried.
2. District Audit FY ending June 30, 2018, & 2019 – As M. Apaka indicated last month while working on the budget for 2019/2020, the District is due for an audit. M. Apaka informed the board that it has been scheduled. C. Gill signed the engagement letter sent by the auditor to start the process.
 3. CalPERS Health Resolution & Compliance – Administrative staff received notification from CalPERS that their coverage regions have been reclassified. The number of regions was changed from five to three, so the region boundaries have also changed and will be effective 1/1/2020. According to CalPERS these changes will more closely align premiums to the cost of health care in the areas. Our district will now be part of CalPERS region one and the bay area region will no longer exist. M. Savala made a motion to adopt new resolution 02-2019 changing the Silveyville Cemetery District from “bay area” as previously classified to region one as provided by CalPERS. E. Rowe seconded the motion. 4 Ayes. Motion carried.

I. BOARD MEMBER’S COMMENTS

- M. Savala – Tremont looks great, grounds look wonderful. She does not want us to forget about Binghamton and wants to really focus on bringing it back to the way it once was. She also asked that the administrative staff look into solar for the Dixon cemetery.
- E. Rowe – she would like to revisit the time of the meetings. Feels that we should push the meetings one hour so that we are not meeting during the lunch hour.
- B. Birdsong – Our new hires have only been on board for one month and the grounds are looking better than they ever have. He has observed them while they are working and he believes that they enjoy their jobs, have a great work ethic and take pride in their work and the appearance of the cemetery.

J. CHAIRPERSON’S COMMENTS

- Thank you for changing the meeting this month to accommodate her being out of town.

K. ADJOURNMENT Meeting was adjourned by Chairperson C. Gill at 2:09 p.m. The next regular board meeting is scheduled for Monday, September 9, 2019, at noon.


Cindy Gill – Board Chairperson


Jennifer Huff, Clerk of the Board