



Monday, July 2, 2018 at 3:00 p.m.
Silveyville Cemetery District Office
800 S. 1st Street, Dixon, CA 95620

MEETING MINUTES

A. CALL TO ORDER The meeting was called to order by Chairperson M. Kittyle at 3:00 p.m.

B. Attendees stood and recited the Pledge of Allegiance.

C. ROLL CALL

Present Margarite Kittyle – Chairperson
Scott de Bie – Vice Chairperson
Cindy Gill – Board Secretary
Marcy Savala – Trustee
Emily Rowe – Trustee

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

D. PUBLIC COMMENT

- None

E. CORRESPONDENCE/ANNOUNCEMENTS

- None

F. CONSENT AGENDA

- Approval of June 12, 2018, Regular Meeting Minutes – M. Savala made a motion to approve the June 12, 2018 regular meeting minutes. C. Gill seconded the motion. 4 Ayes. 1 Abstain. Motion carried.
- Approval of June 2018 Expenditures – E. Rowe made a motion to approve the June 2018 expenditures. S. de Bie seconded the motion. 5 Ayes. Motion carried.

G. INFORMATION ITEMS

- District Manager's Report for June 2018 – M. Apaka spoke briefly about the June Manager's report, answered questions accordingly. M. Apaka communicated that the district audit is almost complete and there should be a final report by the end of the month.

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

OLD BUSINESS

1. ADA Compliance for Tremont Church (C. Gill) – C. Gill has made many phone calls however has not been able to get any answers. She suggests that E. Rowe contact the person she has dealt with at the state to find out who can give us accurate information regarding ADA compliance now that the church has been designated as a historical site.
2. Bronze Plaque for Tremont Church Historical Designation – E. Rowe presented a design/layout of the historical plaque for Tremont. S. de Bie made a motion to approve the plaque as presented with the understanding that the Tremont Mite Society will pay the cost. M. Savala seconded the motion. 5 Ayes. Motion carried.
3. 2018/2019 Budget – The Trustees reviewed the proposed 2018/2019 Budget that was delivered. The Trustees agreed that M. Apaka had done an excellent job with the budget numbers. S. de Bie suggested a minor change that the trustees agreed on. M. Apaka will make the change and submit the approved budget to the county. M. Savala made a motion to approve the 2018/2019 Budget. S. de Bie seconded the motion. 5 Ayes. Motion carried.
4. District Manager Annual Raise Consideration – After closed session, M. Savala communicated that she wanted this item placed back on the agenda because she felt that M. Apaka should have received a better raise than what was originally allocated to her in May which was \$2.00/hour (\$30/per hour). M. Savala made a motion to increase M. Apaka's hourly rate of pay by \$5.00/per hour (\$33/per hour). C. Gill seconded the motion 2 Ayes, 3 Nays (S. de Bie, E. Rowe, M. Kittyle). Motion denied. E. Rowe made a motion to increase M. Apaka's hourly rate of pay by \$3.00/per hour (\$31/per hour). M. Savala seconded the motion. 4 Ayes, 1 Nay (S. de Bie). Motion carried.

NEW BUSINESS

1. Conditions & Maintenance of Cemeteries
 - E. Rowe feels that it's appalling that someone is placing silk flowers on the graves of people they don't know or have a connection with at the Tremont Cemetery and that flowers should only be placed by family. S. de Bie stated that he personally agrees with her however it is not the board's position to address the issue.
 - E. Rowe would also like to dig up some of the suckers of the Locust tree that was removed behind the church and would like some left to grow.
 - E. Rowe asked how often there is water in the ditch for watering the wild roses at Binghamton. M. Apaka informed her the water is there from May till October according to Maine Prairie Water District.
 - S. de Bie suggested that M. Apaka purchase a trailer with water tank attached to pull around the cemetery for watering of new plants/trees that are not able to get enough water from the sprinklers.

I. CLOSED SESSION *CLOSED SESSION AT 4:09 P.M.*

- PERSONNEL: Pursuant to Gov. Code 54957:

The Board will meet in Closed Session to consider the appointment, employment, evaluation of performance, discipline, resignation, retirement, dismissal, and/or complaint of a public employee(s). (Melissa Apaka, District Manager – written evaluation)

J. RECONVENE TO OPEN SESSION *RECONVENED TO OPEN SESSION AT 4:49 PM*

K. REPORT OF ANY ACTION TAKEN DURING CLOSED SESSION

- None

L. BOARD MEMBER'S COMMENTS

- E. Rowe – So nice to see all the wild roses at Binghamton

M. CHAIRPERSON'S COMMENTS

- All three cemeteries look really good.

N. ADJOURNMENT Meeting was adjourned by Board Chairperson M. Kittyle at 5:01 p.m. The next regular board meeting is scheduled for Monday, August 13, 2018 at 3:00 p.m.


Margarite Kittyle – Board Chairperson


Jennifer Huff, Clerk of the Board

