

TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, February 8, 2024 – 3:00 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL

Pamela Bennetts, Chairman
Don Smith, Vice Chairman
Larry Slayton, Secretary
Tom Reed, Treasurer
Laurie Lockhart, Director

Staff present: Paul Muschetto Megan Buchanan

C. PUBLIC PRESENT:

D. PUBLIC COMMENT: EACH SPEAKER IS LIMITED TO 5 MINUTES

NOTE: This is the time for members of the public who wish to be heard on matters that do not appear on the Agenda. Persons may address the Board at this time on any subject within the jurisdiction of the Township #2 Cemetery District. Public comment is limited to 5 minutes per person.

Is there any person who wishes to address the board at this time?

E. MINUTES of the January 11, 2024 regular meeting

F. FINANCIAL REPORT

G. OFFICE MANAGER'S REPORT

H. GROUNDS MANAGER'S REPORT

Notice to the public: The public may comment on any agenda item before a vote. Limited to 5 minutes per person.

I. UNFINISHED BUSINESS

1. Pavilion cost estimate/finding our own drafter
2. IMD Contract (information only)
3. Donations to Cemetery (information only)

J. NEW BUSINESS

1. Auditor's Reports
2. Downed trees and related insurance topics
3. GSRMA recommendations re: workers comp coverage for Board members and volunteers

K. ADJOURNMENT

REGULAR TOWNSHIP #2 CEMETERY DISTRICT MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, January 11, 2024 – 3:00 PM

MINUTES

A. CALLED TO ORDER at 3:00 pm

B. ROLL CALL

1. Pamela Bennetts, Chairperson
2. Don Smith, Vice Chair
3. Tom Reed, Treasurer
4. Larry Slayton, Secretary
5. Laurie Lockhart, Director

Staff present: Paul Muschetto Megan Buchanan

C. PUBLIC PRESENT: None

D. PUBLIC COMMENT: None

E. MINUTES of the 12/14/2023 regular meeting

Motion by Don Smith to accept minutes of 12/14/2023 meeting; 2nd by Pamela Bennetts;
5 Ayes 0 Noes

F. FINANCIAL REPORT

1. Expenditures 10/29/2023 \$6,122.40
Expenditures 11/23/2023 \$7,315.57
 2. General Account Balance 12/1/2023 \$158,780.82
 3. Endowment Fund Balance 12/1/2023 \$70,833.86
 4. Special Project Reserve Account 12/1/2023 \$192,835.05
 5. Revenue 12/1/2023 \$7,297.15
- Correction: None

Motion to accept Financial Report by _____ ; Second by _____ ; Ayes 0 Noes 0

G. OFFICE MANAGER'S REPORT

1. **Plot Sales: 2** – 2 Columbarium Niches, 0 Cremains on Open Existing Plot, 0 Cremains & 0 casket on Family Plot, 2 Casket Plot, 0 Natural Plot, 0 Mausoleum
2. **Burials for month: 4**
 - a. 1 Casket
 - b. 3 Cremains
 - c. 0 Natural Burial

H. GROUNDS MANAGER'S REPORT

1. Purchased new leaf blower. Need to repair sites damaged by rain.

I. UNFINISHED BUSINESS:

1. Discussion only on pavilion costs (TABLED). Report by Don Smith at next meeting.
2. Continued discussion on Memorial District Contract. Motion increasing Office Manager hours. Motion by Don Smith interim change in Office Manager hours to cover up to 30 hours for the months of January 2024 and February 2024. Second by Larry Slayton. Ayes 3 Noes 0
3. Memorial Area (TABLED) for future discussion

J. NEW BUSINESS:

1. Water hazard – water pooling at main entrance to cemetery. Paul to study new drain system and report back to Board.
2. Motion by Larry Slayton to adopt SB 616 changes to Employee Sick Leave, second by Don Smith. Ayes 3 Noes 0.
3. Donations (Tabled for more study)
4. Advertising (No Action)

K. ADJOURNMENT: Time 3:47 p.m.

Motion by Don Smith; Second by Larry Slayton; Ayes 3 Noes 0

Submitted by Township #2 Cemetery Secretary, Donald Larry Slayton