

TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, March 10, 2022 – 3:00 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL

Pamela Bennetts, Chairman
Don Smith, Vice Chairman
Larry Slayton, Secretary
Tom Reed, Treasurer
Open Position, Director

1. Introduction of potential Board Member for open position.

Staff present:

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 February 10, 2022 regular meeting

F. FINANCIAL REPORT – Not Reported

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

UNFINISHED BUSINESS

1. Discussion and possible action on proposed policy changes regarding X. General Operations, A. Interment, xii. Multiple Interments in a Single Plot, #5.
2. Draft policy changes to Natural Burial Markers. Discussion and possible action.

I. NEW BUSINESS

1. Discussion and possible action on proposed policy changes regarding X. General Operations, A. Interment, ii. General Provisions.
2. Discussion and possible action on proposed policy changes regarding X. General Operations, A. Interment, ii. General Provisions, #1-5.
3. Discussion and possible action on proposed policy changes regarding X. General Operations, C. Payroll Procedure.
4. Discussion and possible action on proposed policy changes regarding Appendix D. Addition to "Single Plot."

J. CLOSED SESSION

1. Discussion/Action of Grounds Manager wage.

K. OPEN SESSION

1. Results of Closed Session

L. ADJOURNMENT

REGULAR TOWNSHIP #2 CEMETERY DISTRICT MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, February 10, 2022 – 3:00 PM

MINUTES

A. CALLED TO ORDER at 3:00 pm

B. ROLL CALL

1. Don Smith
2. Open Position
3. Larry Slayton
4. Tom Reed
5. Pamela Bennetts

Staff present: Paul Muschetto Crystal LaBarre

C. PUBLIC PRESENT: Alice Slayton

D. PUBLIC COMMENT: None

E. MINUTES of the 1/13/2022 regular meeting

Motion by Tom Reed to accept minutes of 1/13/2022 meeting; 2nd by Pamela Bennetts;
4 Ayes 0 Noes

F. FINANCIAL REPORT

1. Expenditures 1/21/2022- \$4,225.01 - 12/30/2021 \$11,681.00
2. General Account Balance 1/26/2022 \$141,993.96
3. Endowment Fund Balance 1/26/2022 \$63,997.68
4. Special Project Reserve Account 1/26/2022 \$146,901.94

Motion to accept the financial report by Pamela Bennetts; second by Larry Slayton;
Ayes 4 Noes 0

G. OFFICE MANAGER'S REPORT

1. **Plot Sales: 2** – 0 Columbarium Niches, 0 Cremains on Existing Plot, 0 Cremains on Lawn Plot, 2 Casket Plot, 0 Natural Plot,
2. **Burials for month: 3** – 1 Casket, 2 Cremains, 0 Natural Burial
3. County Office, Betty Barron said we should use C&P taxes for Board Stipend payroll. Checked with C&P and to add 5 board members, it would be an additional \$50 a month totaling \$105.
4. Attending PCA Seminar in Visalia on April 6th.
5. Working on new brochure.

H. GROUNDS MANAGER'S REPORT – Called water district and our meter does not tell us what time of day we use the most water. He turned the main water back on.

I. UNFINISHED BUSINESS:

1. Policy changes for cremains(urns) on a plot; moved to March 10, 2022 meeting for review and motion.
2. Adopt policy changes for infant burial which includes Definition of Infant and Regulations IV as proposed at meeting. Motion to accept by Pamela Bennetts; Second by Tom Reed; Ayes 4 Noes 0
3. Adopt policy changes to Administration Policy/Purchasing & Bidding VII.F.1.a.b.as written except changing “three bids” to “three quotes” in the last sentence. Motion to accept by Tom Reed; Second by Pamela Bennetts; Ayes 4 Noes 0
4. Adopt policy changes to Stipends under Trustees I.C. which include H&S Code 9031, and Div. 10, Chap. 2, Sec. 20200 of the CA Water Code. Motion to accept by Pamela Bennetts; Second by Tom Reed; Ayes 4 Noes 0
5. Review proposed policy changes to Natural Burial Markers moved to March 10, 2022 meeting for review and motion.
6. Election of 2022 Officers
Pamela Bennetts – Chair Person
Don Smith – Vice Chair Person
Tom Reed – Treasurer

Larry Slayton – Secretary

Open Position – Director/Trustee

Motion to accept 2022 Officers by Larry Slayton; Second by Tom Reed; Ayes 4 Noes 0

J. NEW BUSINESS

1. Adopt Ione Memorial District's Capitalization Policy and remove what we currently have. Motion to accept by Pamela Bennetts; Second by Tom Reed; Ayes 4 Noes 0

K. ADJOURNMENT: Time 4:35pm

Motion by Tom Reed; Second by Pamela Bennetts; Ayes 4 Noes 0

Submitted by Township #2 Cemetery Secretary, Donald Larry Slayton

Discussion and possible action on proposed policy changes regarding X. General Operations, A. Interment, xii. Multiple Interments in a Single Plot, #5.

5. No more than ~~six (6)~~ (4) four urns may be interred in a single burial plot. Each urn must be covered with an approved name plaque and meet all of the conditions stated above. All applicable fees will be charged for each interment (inurnment). Each urn must be buried to the depth described by law (H&S Code 8113.1). Each urn must be positioned at least six (6) inches from any edge of the plot.

Discussion and possible action on proposed policy changes regarding X. General Operations, A. Interment, ii. General Provisions.

X. General Operations
A. Interment

v. Sections 0-7B (Historic Burial Area)

1. No double-depth burials are allowed in these sections.
2. All grave markers in these sections must be approved by the board of directors, and may be required to blend in with the historic nature of this area.
3. No urns are allowed in burial plots in this section.

vi. Section 8 (Allen Hill or Family Burial)

1. Plots in this section must be purchased as part of a curbed area.
2. A minimum of two plots, enclosed in the same curbed area, must be purchased in this section.
3. Urns or urn vaults may be inurned here, but must conform to the rules and laws described in X.A.2 above.
4. Grave markers, other than ground-level markers, must be approved by the board of directors.
5. The purchaser of the curbed plot area is responsible for the cost of the materials and labor required to build the plot area.
6. All curbing construction is subject to approval by the board of directors.

vii. Sections A,B,C,D,E

1. Plots may be purchased for single caskets, double-deep caskets, and/or up to four urns.
2. Markers must be ground level.

Discussion and possible action on proposed policy changes regarding X. General Operations, A. Interment, ii. General Provisions, #1-5.

ii. General Provisions (H&S Code 8113.1)

1. Except as provided in X.A.ii.2,3,4 below, there shall be no less than 18 inches of dirt or turf on top of all vaults, caskets, urns, or other enclosures of human remains as measured at the time of burial.
2. Cremated remains placed in an urn or urn vault and covered with at least three-quarters of an inch of concrete, brass, granite, marble, or metal, affixed to the urn or urn vault shall be exempt from the requirement of X.A.ii.1 above.

3. In the case of consensual double burials, the casket or vault that is on top shall be covered with at least 12 inches of dirt or turf as measured at the time of burial
4. In the case of extreme hardship, upon request of the next of kin or other person responsible for making the burial arrangements for the deceased, a burial of less than 18", but not less than 12" may be provided.
5. Excluding the Natural Burial Section, all full body remains must be contained in a casket or coffin.

Additionally

Discussion and possible action on proposed policy changes regarding X. General Operations, C. Payroll Procedure.

- A. Payroll Procedure: Board and staff shall follow~~ing~~ the procedures included in Appendix ~~EF~~, adopted by the Board on February 9, 2017.

Discussion and possible action on proposed policy changes regarding Appendix D. Addition to "Single Plot."

For a 2nd casket: \$200 + Endowment fee