

TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, March 14, 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 February 8, 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 (report by Don Smith)
2. IMD Contract (Approved by IMD at February 8, 2024 Board Meeting)
3. Motion to transfer funds per Auditor's report

J. NEW BUSINESS

1. [NONE]

K. ADJOURNMENT

REGULAR TOWNSHIP #2 CEMETERY DISTRICT MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Ione CA 95640
Thursday, February 8, 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 1/11/2023 regular meeting

Motion by Don Smith to accept minutes of 1/11/2024 meeting; 2nd by Pamela Bennetts;
5 Ayes 0 Noes 1 correction 3 Ayes not 5

F. FINANCIAL REPORT

1. Expenditures 12/29/2023 \$6,051.14
Expenditures 1/25/2024 \$5,493.37
2. General Account Balance 1/29/2024 \$219,244.32
3. Endowment Fund Balance 1/29/2024 \$71,083.00
4. Special Project Reserve Account 12/28/2023 \$192,835.05
5. Revenue 12/28/2023 \$6,701.00
Correction: None

Motion to accept Financial Report by Don Smith; Second by Laurie Lockhart; Ayes 5 Noes 0

G. OFFICE MANAGER'S REPORT

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

H. GROUNDS MANAGER'S REPORT

1. None.

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 Tom Reed interim emergency change in Office Manager hours to cover up to 30 hours for the month of March 2024. Second by Larry Slayton. Ayes 5 Noes 0
3. Donations [DISCUSSION]

J. NEW BUSINESS:

1. Train new office managers to be more diligent in transferring endowment funds to Amador County as per Fiscal Years June 2022/June 2023 Audit.
2. Don Smith to talk to City about storm damaged trees and fence.
3. RESOLUTION Workers Compensation Coverage California Labor Code 3363.5. Motion by Tom Reed that the Township No. 2 Cemetery District adopt C.P.C. 3363.5 to cover volunteers and District Board members while acting for or on behalf of the District. Second by Don Smith. Ayes 5 Noes 0

K. ADJOURNMENT: Time 3:49 p.m.

Motion by Tom Reed; Second by Don Smith; Ayes 5 Noes 0

Submitted by Township #2 Cemetery Secretary, Donald Larry Slayton