

TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, May 12, 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
Laurie Lockhart, Director

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 April 14, 2022 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

UNFINISHED BUSINESS

1. Second Reading of 2022-23 Budget
2. Discussion & possible action on proposed policy additions regarding the Mausoleum.

I. NEW BUSINESS

1. Discussion & possible action on policy requirements for concrete work in Allen Hill and Historic part of cemetery.
2. Discussion & possible action on providing an area in the cemetery for pets. (Laurie Lockhart to lead discussion)
3. Discussion on Special Events at Cemetery and whether to add policy.
4. Discussion & possible action on Clarks Pest Control spraying the lawn for weeds.

J. ADJOURNMENT

REGULAR TOWNSHIP #2 CEMETERY DISTRICT MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, April 14, 2022 – 3:00 PM

MINUTES

A. CALLED TO ORDER at 3:10 pm

B. ROLL CALL

1. Don Smith
2. Laurie Lockhart
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 3/10/2022 regular meeting

Motion by Tom Reed to accept minutes of 3/10/2022 meeting; 2nd by Don Smith;
5 Ayes 0 Noes

F. FINANCIAL REPORT

1. Expenditures 3/31/2022- \$4,489.85 - 3/17/2022 \$5,343.80
2. General Account Balance 3/23/2022 \$133,105.75
3. Endowment Fund Balance 3/23/2022 \$64,445.42
4. Special Project Reserve Account 3/23/2022 \$146,434.73

Motion to accept the financial report by Don Smith; second by Larry Slayton;
Ayes 5 Noes 0

G. OFFICE MANAGER'S REPORT

1. **Plot Sales: 1** – 0 Columbarium Niches, 1 Cremains on Existing Plot, 0 Cremains on Lawn Plot, 0 Casket Plot, 0 Natural Plot,
2. **Burials for month: 1** – 0 Casket, 1 Cremains, 0 Natural Burial
3. New brochures are in. Updated contact list for board and staff. Received Resolution letter from Amador County Treasurer on Public Auction Sale of Tax Defaulted Properties. Idea to attract more attention to Cemetery with a new sign. Passes around information on battery operated machinery from seminar.

H. GROUNDS MANAGER'S REPORT – Corrected Amador Water District billing; Meter was read wrong. Finished clearing the tree stump by the Memory Garden and planted with wild flowers. Will plant grass next year.

I. UNFINISHED BUSINESS:

1. Approved proposed policy changes regarding X. General Operations, A. Interment, ii. General Provisions, vi. Section 8, #1-6
 - 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.

Motion by Larry Slayton; Second by Tom Reed; Ayes 5 Noes 0

J. NEW BUSINESS

1. Accept First Reading of proposed 2022-23 Budget

Motion by Larry Slayton, Second by Laurie Lockhart; Ayes 5 Noes 0

2. Policy additions for Mausoleum tabled until May 12th board meeting.

3. Action to be taken by staff to move forward with advertising at Castle Oaks Golf Course.

K. ADJOURNMENT: Time 4:33pm

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

Submitted by Township #2 Cemetery Secretary, Donald Larry Slayton

Date Recorded	Acct #	Account	Company/Individual	Purpose	Expense	Acct Total
	50100	Salary	Estimate	Salaries		\$ -
	50310	FICA	Estimate	FICA		\$ -
	50400	Group Ins				\$ -
	50500	Worker's comp				\$ -
	50600	Unemployment				\$ -
4/15/22	51000	Agri & Landscape	lone Ace Hardware	Grass seed, fertilizer, weed killer, gop	\$ 81.86	
	51000	Agri & Landscape				
	51000	Agri & Landscape				
	51000	Agri & Landscape				\$ 81.86
	51110	Clothing & Pers Supp				\$ -
	51500	Insurance & Bonds				
	51500	Insurance & Bonds				\$ -
4/1/22	51700	Main & Equip	Twncshp#2 Reimbursement	Shell Trading Post Gas	\$ 30.00	
4/22/22	51700	Main & Equip	Twncshp#2 Reimbursement	Shell Trading Post Gas	\$ 30.00	
	51700	Main & Equip				
	51700	Main & Equip				\$ 60.00
	51800	Main-Bldgs/Improv				
	51800	Main-Bldgs/Improv				
	51800	Main-Bldgs/Improv				\$ -
4/1/22	52200	Office Supplies	Crystal LaBarre	Mileage Reimbursement	\$ 188.37	
	52200	Office Supplies				
	52200	Office Supplies				
	52200	Office Supplies				\$ 188.37
4/15/22	52300	Prof & Spec Serv	Amador County Assessor	Shared costs	\$ 3,226.87	
4/15/22	52300	Prof & Spec Serv	Amador County Auditor	Accounting services	\$ 2,015.00	
4/5/222	52300	Prof & Spec Serv	OM Stone	Engraving	\$ 185.00	\$ 5,426.87
	52328	Audits				\$ -
4/15/22	52364	Conferences	Twncshp#2 Reimbursement	Office Manager Conference Exp.	\$ 410.06	\$ 410.06
4/1/22	52400	Pub/Legal Notices	Twncshp#2 Reimbursement	Cemetery brochures	\$ 120.00	\$ 120.00
4/15/22	52483	Stipends*	B/L/R/SI/Sm	April meeting + March for Lockhart	\$ 630.00	\$ 630.00
	52500	Rents, Leases, Equip				\$ -
4/1/22	52700	Minor Equip	Crescent Memorial	3 urn vaults	\$ 247.14	
	52700	Minor Equip				\$ 247.14
	52800	Spec Dept Exp				\$ -
	53000	Utilities				
4/15/22	53000	Utilities	Amador Water Agency	Raw Water	\$ 131.27	
4/15/22	53000	Utilities	Aces Waste Serv	Trash pickup	\$ 43.97	
04/22/22	53000	Utilities	Amador Water Agency	05-1080000-1	\$ 60.42	
4/22/2022	53000	Utilities	Ooma	Phone	\$ 54.82	
4/15/2022	53000	Utilities	AT&T	Internet	\$ 42.80	
	53000	Utilities	Pinnacle Alarm	Quarterly		
4/1/2022	53000	Utilities	PG&E	Elec	\$ 76.10	\$ 409.38
	56110	Bldgs & Improv				
	56110	Bldgs & Improv				
	56110	Bldgs & Improv				\$ -
	56180	Cap Improv Maj Proj				
	56180	Cap Improv Maj Proj				
	56180	Cap Improv Maj Proj				
	56180	Cap Improv Maj Proj				
	56180	Cap Improv Maj Proj				
	56180	Cap Improv Maj Proj				\$ -
	56200	Equipment				\$ -
					TOTAL	\$ 7,573.68
						\$ 7,573.68

* B=Bennets L=Lockhart R=Reed SI=Slayton Sm-Smith

