

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING MAY 18, 2022

We welcome public comment regarding any subject not on the agenda during the time identified for "Public Comment." All matters requiring a response will be forwarded to staff. Presentations made under "Public Comment" are normally restricted to three (3) minutes in length per meeting unless the Chairperson specifically authorizes additional time. If you have special needs because of a disability that makes it difficult for you to participate in the meeting, or you require assistance or auxiliary aids to participate in the meeting, please contact Victor Kunkel at (707) 838-6684 by at least noon the day preceding the meeting. We will attempt to accommodate your disability. Materials related to open session items on this agenda that are submitted to the Board after distribution of the agenda packet are available for public inspection during normal business hours at the office of the Shiloh District Cemetery, located at 7130 Windsor Road, Windsor, CA 95492.

This will be a virtual (conference call) Regular Meeting due to Covid-19. Should the public wish to participate, please submit questions prior to the meeting via email at shilohcemetery@gmail.com and we will address them. The phone number to dial is 1 310-372-7549. The Conference Code is 286045. Please dial in a few moments early as we will start promptly. During the meeting, please mute your phone.

CALL TO ORDER: The meeting was called to order by Chairperson Eckles at 9:00 AM.

ROLL CALL: Chairperson Eckles X; Vice Chairperson Pitts _; Trustee Stimach X; Trustee Fuller X; Trustee Macias-Lazzarini: _; Staff: Manager Kunkel X; Grounds Maintenance Supervisor Kramarsic X.

MEMBERS OF THE PUBLIC: N/A

PUBLIC COMMENT: N/A

TRUSTEE COMMENTS/STATEMENT OF CONFLICT OF INTEREST: N/A

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of April 20, 2022 Regular Meeting. **Motion: Trustee Fuller. Vote: 3 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #20 and #21; and (ACH) #18 and #19; FY 2021 - 2022. **Motion: Trustee Fuller. 3 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that unstable weather has been a challenge but all is under control. All Memorial Day preparations are on schedule including fertilization and re-sodding. Town of Windsor shut water off on 4/27/2022 for maintenance. Since our last board meeting, we have had three (3) services. Northbay Tree and Weed did a pre-Memorial Day walk through.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on April savings realized by using CalCARD and community education was discussed. Shiloh Annex progress was discussed; we were able

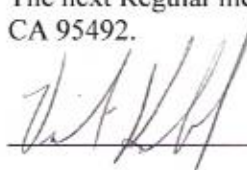
to submit an initial application and we have an application number at this time. There were no cemetery specific options however. I also requested that our attorney contact Permit Sonoma to see what else could be done. There were 1,402 April visits to our webpage. Reallocations for April were completed, submitted and accepted. The Manager's and Income/expenditures reports were gone over in detail as we come closer to the end of the fiscal year.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at June 15, 2022 Trustee Meeting.**
- B. Memorial Lawn Cannon. **Discussion. Further Discussion at June 15, 2022 Trustee Meeting.**
- C. Memorial Day Preparations. **Discussion.**
- D. Shiloh Private Well Assessment Cost. Discussion. **Look into partnership with Town of Windsor. Further Discussion at June 15, 2022 Trustee Meeting.**
- E. COLA Cost of Living Potential Increase Effective July 1, 2022. **Discussion and motion for approval. Motion: Trustee Fuller to Adopt 5% COLA Increase, effective July 1, 2022. Vote: 3 Ayes. Motion Carried.**
- F. Non-Resident Burials. **Discussion and Motion for Approval. Motion: Trustee Stimach to Adopt Revised Non-resident Fees, effective June 1, 2022. Vote: 3 Ayes. Motion Carried.**

ADJOURNMENT: 10:21 AM. **Motion: Trustee Fuller. Vote: 3 Ayes. Motion Carried.**

The next Regular meeting is on Wednesday, June 15, 2022 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

MINUTES APPROVED:

Archie Eckles 

Ann Pitts 

Lawrence Stimach 

Richard Fuller 

Lyone Macias-Lazzarini 