

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING NOVEMBER 17, 2021

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 Trustee Stimach at 9:00 AM.

ROLL CALL: Chairperson Stimach X; Vice Chairperson Pitts X; Trustee Fuller _; Trustee Eckles X; Trustee Macias-Lazzarini: X; Staff: Manager Kunkel _; 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 October 20, 2021 Regular Meeting. **Motion: Trustee Eckles. Vote: 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #8 and #9; and (ACH) #7 and #8; FY 2021 - 2022. **Motion: Trustee Eckles. Vote: 4 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that general maintenance remains on track even with 14" of rain since the last board meeting. Our new order of liners was received on Oct. 2; we continue to keep lawns mowed and grounds blown of leaves and debris though it was quite wet; Richard from Town of Windsor stopped by to discuss turning off water for the winter and to drop off paperwork.

MANAGER'S/TREASURER'S REPORT: In Manager Kunkel's absence, Grounds Maintenance Supervisor reported on October savings realized by using CalCARD, the next phase of the Rincon supervised biological report of our Annex, limited progress with the supervisor's office; Our contact is attempting to have the amount of money that would have been granted by a Fee Waiver provided to us as a budget item of the District budget. Our contact advised that everyone attempting to secure a Use Permit is have the same issues with Permit Sonoma and a complaint if being prepared by the supervisor of our district. October web page visits totaled 2,006. There were seven (7) general communications, seven (7) requests for information and four (4) community education calls. October Reallocations were completed and submitted ahead of deadline.

DISCUSSION AND ACTION ITEMS:

A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at December 15, 2021 Trustee Meeting.**

ADJOURNMENT: 9:26 AM. **Motion: Trustee Stimach. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting is on Wednesday, December 15, 2021 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

MINUTES APPROVED:

Lawrence Stimach	_____
Ann Pitts	_____
Richard Fuller	_____
Archie Eckles	_____
Lyone Macias-Lazzarini	_____