

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING DECEMBER 15, 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 X; Trustee Eckles X; Trustee Macias-Lazzarini: X; 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 November 17, 2021 Regular Meeting. **Motion: Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #10 and #11; and (ACH) #9 and #10; FY 2021 - 2022. **Motion: Trustee Pitts. Vote: 5 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that the nice weather seems to have confused the grounds; grass is growing and the water district continues to dump water. We worked on a revised price list. There was (1) one service since the last board meeting.

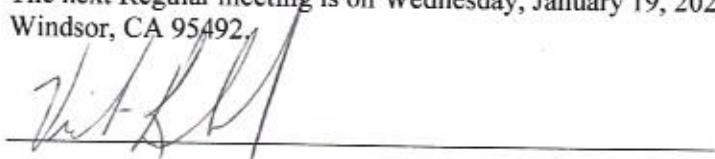
MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on November savings realized by using CalCARD, Rincon submitted their 43 page report to Permit Sonoma and requested information from them on which, or all, of three (3) possible permits might be needed. Depending upon with reports Permit Sonoma needs, the cost estimate could range between \$57,000.00 and \$70,000.00. Rincon is waiting for a response. Our contact in the supervisor's office, Jen Mendoza, has been unsuccessful in trying to secure a promised list of vendors they have worked with for required permits. There were 1,605 visits to our web page in November, six (6) general communications and five (5) requests for information. As of the Trustee Meeting of December 15, 2001 there were no changes to our COVID-19 procedures. Reallocations for November have been completed, submitted and accepted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at January 19, 2022 Trustee Meeting.**
- B. January 1, 2022 Price List. **Discussion and Motion for Approval. Motion: Trustee Pitts. Vote: 4 Ayes; 1 Nay. Motion Carried.**
- C. Chairperson and Vice Chairperson Election. **Discussion and Motion for Approval. Motion to Elect Trustee Eckles to Position of Chairperson and Trustee Pitts to Position of Vice Chairperson by Trustee Stimach, Seconded by Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

ADJOURNMENT: 10:09 AM. **Motion: Trustee Pitts. Vote: 5 Ayes. Motion Carried.**

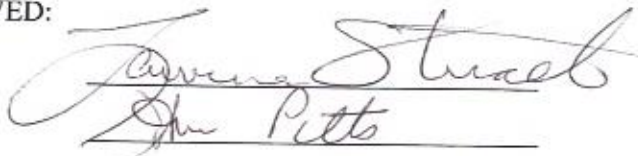
The next Regular meeting is on Wednesday, January 19, 2022 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



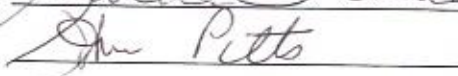
Victor Kunkel – Board Secretary

MINUTES APPROVED:

Lawrence Stimach

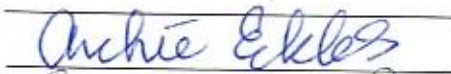


Ann Pitts



Richard Fuller

Archie Eckles



Lyone Macias-Lazzarini

