

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING AUGUST 16, 2023

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. Please submit questions at least 24 hours prior to the meeting via email at: shilohcemetery@gmail.com and we will address them. 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.

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

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

MEMBERS OF THE PUBLIC: Terry Moore, Windsor Resident

PUBLIC COMMENT: N/A

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

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of July 19, 2023 Regular Meeting. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #1 and #2; and (ACH) #1; FY 2023 - 2024. **Motion: Trustee Stimach. 4 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Supervisor Kramarsic reported that he worked with the Town of Windsor to turn up the water pressure which also helps with the somewhat dirty water they still provide. Northbay Tree and Weed applied the soil conditioner to all of the big lawns. Since our July board meeting, there have been four (4) services. Restitution payments for the damaged fence line on the east end of the Oak Lawn have been coming in. To date we have received three (3) checks for \$500.00 each. Still been talking with Dave and Richard at Town of Windsor regarding a new pump for one of their ponds.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on July savings realized by using CalCARD. Expenditures, and deposits were discussed as was Shiloh Annex progress. Rincon Consultants has completed their wetland and plant survey. LACO Associates completed their topographical surveys

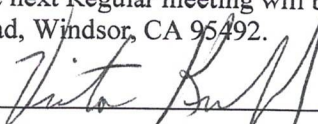
and are developing a recommended layout. July reallocations were completed and submitted as were quarterly taxes.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at the September 20, 2023 Board Meeting.**
- B. Memorial Lawn Cannon. **Discussion. Further Discussion at the September 20, 2023 Board Meeting.**
- C. Board Member Search for Fifth Seat. **Discussion. Further Discussion at the September 20, 2023 Board Meeting.**
- D. Strategic Planning. **Discussion. Further Discussion at the September 20, 2023 Board Meeting.**
- E. Veterans Day Signs, Banners, Etc. **Discussion. Further Discussion at the September 20, 2023 Board Meeting.**

ADJOURNMENT: 9:43 AM. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting will be held on Wednesday, September 20, 2023 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

MINUTES APPROVED:

Ann Pitts

Archie Eckles

Lawrence Stimach

Richard Fuller

