

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OCTOBER 20, 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 Eckles at 9:00 AM.

ROLL CALL: Chairperson Stimach X; Vice Chairperson Pitts ; Trustee Fuller X; Trustee Eckles 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 September 15, 2021 Regular Meeting. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #6 and #7; and (ACH) #5 and #6; FY 2021 - 2022. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that general maintenance remains on track; biggest tasks are keeping lawns mowed and grounds blown of leaves and debris; and no new water cutbacks have been announced by the Town of Windsor. We have had 6 services since the last board meeting. Chris from North Bay Tree and Weed did two walk throughs and Richard from Town of Windsor discussed the water situation in general and provide updates.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on September savings realized by using CalCARD, the next phase of Rincon supervised biological report of our Annex, limited progress with the supervisor's office; specifically that Fee Waivers cannot be granted to any entity that receives tax money even if requested by our county supervisor. 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.

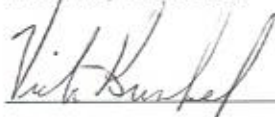
September web page visits totaled 1,616. There were seven (7) general communications, eight (8) requests for information and four (4) community education calls. September Reallocations and 1/4ly taxes were completed and submitted ahead of deadline.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at November 17, 2021 Trustee Meeting.**
- B. Charlie Betschart, Former Trustee Chairperson. **Discussion and Motion for Approval. Motion: Trustee Fuller to Write Commemoration Letter to be forwarded to Board of Supervisors to be Read into Public Record. Vote: 4 Ayes. Motion Carried.**

ADJOURNMENT: 9:34 AM. **Motion: Trustee Stimach. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting is on Wednesday, November 17, 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

Lylene Macias-Lazzarini

