

SHILOH DISTRICT CEMETERY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING JUNE 21, 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](mailto: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: N/A

PUBLIC COMMENT: N/A

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

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of May 17, 2023 Regular Meeting. **Motion: Trustee Stimach. 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #23 and #24; and (ACH) #16 and #17; FY 2022 - 2023. **Motion: Trustee Stimach. 4 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Manager Kramarsic reported that due to continued nice weather, we were able to complete Memorial Day preparations and the grounds were in nice shape. The local Scout Troop came to place flags and that went well. Since our last board meeting, there have been (4) four services. Cannon wheels have been completed. We have been in contact with Dave at the Town of Windsor about the change in Skylane ponds.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on May savings realized by using CalCARD. Expenditures, and deposits were discussed as was Shiloh Annex progress. Rincon Consultants scheduled July 6 to complete their wetland surveys. The board approved the LACO proposal and the initial topographical survey has been completed. Once the Wetland Survey has been completed they will

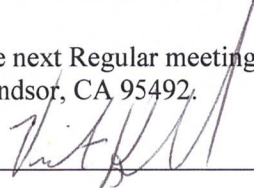
begin a proposed layout. Reallocations for May were completed, submitted and accepted. Memorial Day Commemoration banners, ads, web page inserts and flyers were completed and well accepted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at July 19, 2023 Board Meeting.**
- B. Memorial Lawn Cannon. **Discussion. Further Discussion at July 19, 2023 Board Meeting.**
- C. Strategic Planning. **Discussion. Tabled until August 16, 2023 Board Meeting.**
- D. Board Member Search for Fifth Seat. **Discussion. Further Discussion at July 19, 2023 Board Meeting.**
- E. Veterans Day Signs, Banners, Etc. **Discussion. Further Discussion at July 19, 2023 Board Meeting.**
- F. COLA Cost of Living Potential Increase Effective July 1, 2023. **Discussion and motion for approval. Motion: Trustee Stimach to Adopt 4.5% COLA Increase, effective July 1, 2023. Vote: 4 Ayes. Motion Carried.**

ADJOURNMENT: 10:03 AM. **Motion: Chairperson Pitts. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting will be held on Wednesday, July 19, 2023 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.

  
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Victor Kunkel – Board Secretary

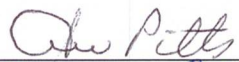

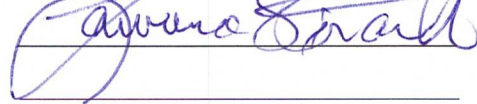
MINUTES APPROVED:

Ann Pitts

Archie Eckles

Lawrence Stimach

Richard Fuller

  
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