

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING AUGUST 18, 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 Chairperson Stimach at 9:00 AM.

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

MEMBERS OF THE PUBLIC: Lyone Macias-Lazzarini.

PUBLIC COMMENT: N/A

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

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of July 21, 2021 Regular Meeting. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #1 and #2; and (ACH) #1 and #2; FY 2021 - 2022. **Motion: Trustee Pitts. Vote: 4 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that maintenance of grounds is all on schedule and our watering schedule is working well as we have not need needed to adjust irrigation due to heat waves. We applied general fungicide on the Oak Lawn as it has been struggling. It is responding well at this time. There have been five (5) services since the last board meeting. Chris from North Bay Tree and Weed performed a walk through and performed a custom application to the Oak Lawn.

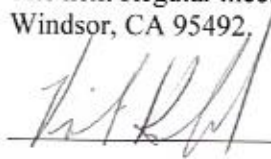
MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on July savings realized by using CalCARD, Rincon's water assessment has been submitted to Planning and received positive remarks. Manager Kunkel approved the next phase of the Rincon contract; a team of biologists will do a walk-through of the Annex on Sept. 2, 2021 to begin a preliminary report regarding Annex wetlands, endangered plants, if any, and the presence of the Tiger Salamander. July web page visits totaled 1,207. There were four (4) general communications and four (4) requests for information. July Reallocations were completed and submitted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion.**
- B. Display Veteran Photo(s) and/or Stories on Future Memorial Days. **Tabled Until February 2022 Trustee Meeting.**
- C. Wreaths across America Wreaths for Graves of Veterans on Future Memorial Days and Christmas. **Discussion and Motion for Approval. Motion: Trustee Fuller Moved to Proceed with Shiloh District Cemetery Acting as a Host for Wreaths across America Program. Vote: 4 Ayes. Motion Carried.**
- D. Juneteenth (June 19th) Federal Holiday. **Discussion and Motion for Approval. Motion: Trustee Fuller Moved to Backdate a Floater Holiday for Employees for Calendar Year 2021 and add June 19 to Shiloh District Cemetery Holiday List in Employee Handbook Going Forward. Vote: 4 Ayes. Motion Carried.**

ADJOURNMENT: 9:45 AM. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting is on Wednesday, September 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





