

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING MARCH 17, 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) Special Meeting due to the Covid-19 Shelter in Place order. 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; Trustee Meyers 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: None.

CORRESPONDENCE: None.

APPROVAL OF MINUTES: Approve Minutes of February 17, 2021 Regular Meeting. **Motion: Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #15 and #16; and (ACH) #14 and #15; FY 2020 - 2021. **Motion: Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that we are caught up on green waste and therefore suspended green waste to save money. Grass lawns were trimmed, edged, and thatched following winter break. Pre-emergent was applied to all grass areas. Victor and I met with Alex from Rincon at the Annex for a walk through and selection of the three drilling sites.

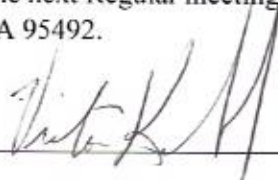
MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on February savings realized by using CalCARD, a meeting at the Annex with Jeff, Alex (Rincon) and Victor to discuss drilling sites, Web Page and community education, COVID-19 protection efforts for staff and families, burials, deposits and expenditures. Manager Kunkel also reported that the FY 2019/2020 audit is in process and is on schedule.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at April 21, 2021 Trustee Meeting.**
- B. Memorial Lawn Canon. **Discussion. Further Discussion at April 21, 2021 Trustee Meeting.**
- C. Potential Step Increase for Grounds Maintenance Supervisor Jeff Kramarsic. **Discussion and motion for approval. Motion: Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

ADJOURNMENT: 9:34 AM. **Motion: Trustee Eckles. Vote: 5 Ayes. Motion Carried.**

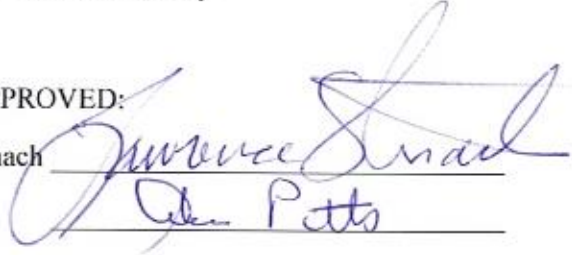
The next Regular meeting is on Wednesday, April 21, 2021 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

MINUTES APPROVED:

Lawrence Stimach

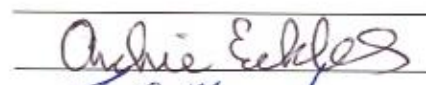


Ann Pitts



Richard Fuller

Archie Eckles



Lewis Meyers

