

Oroville Cemetery District Board of Trustees
District Office, 5646 Lincoln Boulevard, Oroville, CA 95966
Minutes for the Regular Meeting held Monday, November 26, 2018 @ 5:30 p.m.
The agenda was posted on Tuesday, November 20, 2018

A. CALL TO ORDER

Chairman Bruggeman called the meeting of the Oroville Cemetery District to order at 5:33 p.m.

ROLL CALL

Present: Trustees Bruggeman, Edwards, Herr, Simpson and Wisterman
Absent: No One
Others: Cheryl Smith/District Manager

B. CONSENT AGENDA

1. Approval of Minutes for the Regular Meeting on October 29, 2018.
2. Approval of Warrants: Check Nos. 19842 through 19884, dated November 26, 2018 in the amount of \$47,579.63

A motion was made by Trustee Edwards and seconded by Trustee Herr to approve Minutes for the Regular Meeting on October 29, 2018 and Approval of Warrants: Check Nos. 19842 through 19884, dated November 26, 2018 in the amount of \$47,579.63.

AYES: Trustees Bruggeman, Edwards, Herr, Simpson and Wisterman
NOES: No One ABSENT: No One ABSTAINED: No One

C. PUBLIC COMMENT: None.

D. MANAGER'S REPORT, November 26, 2018:

3. 2018-2019 Budget Review (Fund No. 2250)

F-2250	FY-T-D
Revenue	\$162,772.74
Expenditures	\$318,722.63

Fund Nos. 2251, 2252 & 2255 FYTD

F-2251	F-2252	F-2255
EC – Principal	EC – Interest	Pre-Need
\$1,020,610.14	\$3,391.88	\$1,202,490.58

Stifel Accounts October 2018

Principal	Interest
\$446,312.14	\$609,679.15

District Burials October 2018

Full	Ash	Infants	Disint	Total	Y-T-D	P/N F	P/N A
10	5	0	0	15	54	0	0
69%	31%					9	11

Safety/Training

This months Safety Training will cover Proper Eye Protection

E. BUSINESS

4. Review and possible action to accept Gallaway Enterprises proposal for a Biological Resources Assessment

Keith Doglio/Engineer Rolls, Anderson & Rolls, advised the District to get a Biological Resources Assessment before we move forward in the expansion project/design. The proposal for the assessment would alert us to any issues that may cause delays and/or alterations to the future project. The fee for the assessment is \$3,531.00.

This item was tabled on 9-24-2018, due to the board requiring additional information regarding the assessment process.

This item was tabled again on 10-29-2018, due to questions regarding the Assessment's expiration.

No action taken, the general consensus was to revisit the project in 2023 to begin Phase Two. A review of available plots indicate sufficient inventory for 15 years (based on the 10 year average).

5. Due to the Mandatory Evacuation Orders issued on Thursday, Nov. 8th and Friday, Nov. 9th, the District Office closed on Friday, Nov. 9th.

Due to the unfortunate circumstances, how would the Board like to record Friday, Nov. 9th, pay status - off without pay, use of vacation or compensated?

A motion was made by Trustee Wisterman and Seconded by Trustee Herr to approve Friday, Nov. 9th as "off with regular pay."

AYES: Trustees Bruggeman, Edwards, Herr, Simpson and Wisterman

NOES: No One ABSENT: No One ABSTAINED: No One

F. TRUSTEES DISCUSSIONS, QUESTIONS & COMMENTS – NONE

G. ADJOURNMENT 5:50 PM

The next regular meeting of the Oroville Cemetery District Board of Trustees will be held on, Monday, December 17, 2018 at 5:30 p.m., at the District office located at 5646 Lincoln Boulevard, Oroville, California.

Jim Bruggeman, Chairman

James Edwards, Vice Chairman

Cheryl Smith, Secretary