

TRUCKEE CEMETERY DISTRICT REGULAR MEETING MINUTES 10/3/16

1. Call to Order: Chairman Ed Czerwinski called the meeting to order at 4:16 pm.
2. Roll Call:
 - a. Present: Eric Larusson, Sharon Arnold, Ed Czerwinski, Sarah Lupyak, Archivist Chaun Mortier, IT Consultant Greg Zirbel, Caretaker Miguel Gonzalez, Secretary Tricia Cook
 - b. Absent: Clare Aguera, Joe Aguera
 - c. Guests: District council Brent Collinson
3. Public Input: none
4. Consent Calendar:
 - 4.1) Minutes 9/6/16: Arnold commented she wished to see clarifications of 8/1/16 minutes listed in 9/6/16 minutes in addition to being added to the 8/1/16 minutes. Arnold clarified item 5.2 of 9/6/16 minutes as she stated she did not mention the Hebrew Congregation in her comments.
 - 4.2) Warrant Request TR1016 \$10,648.81: Arnold questioned who approved Miguel Gonzalez to hire outside help to lift tombstones (in regards to \$450.00 invoice for labor). There was no prior approval. The chairman cautioned Miguel it was not appropriate to hire outside help without prior approval.
 - 4.3) Lupyak motioned to approve, Arnold seconded, motion passed.
5. Discussion Items:
 - 5.1) Secretary/Treasurer report: Cook reported the district received \$1,376.25 in insurance proceeds for the tractor damage.
 - 5.2) Caretakers report: Gonzalez reported routine maintenance, tombstone lifting/straightening. Arnold requested a list of tombstones that have been worked on. Arnold requested the board make a decision to use the Biosol for winterization. The board agreed, Rock and Rose will be notified by the secretary. Czerwinski questioned whether there has been an improvement in the area that seemed overwatered and had a possible leak that was discussed in the September meeting. Miguel commented he had asked Rock and Rose to back down the watering times. Arnold commented water is still running down Jibboom St.
 - 5.3) New Burials: Joe Murray handed the secretary new burial permits for September, they will be reported at the next meeting
 - 5.4) Correspondence: no discussion
 - 5.5) Archivist report: Mortier reported she met with Giffin family. She had correspondence with Ferguson regarding headstone damage.
 - 5.6) IT report: Arnold commented she emailed Chris at Coydog to arrange to come up and fix gate to close properly and coordinate with Greg to show him all aspects of gate maintenance. He noted the sensor battery shouldn't be changed until spring.
6. Open Items:
 - 6.1) Triumph Development: Brent Collinson discussed small typo (item 1c page 2 'and' should be 'any') that all agree can be corrected on signed copy. Arnold commented she was concerned about heavy equipment

on E. Jibboom St. and would like the heavy equipment to enter the project via Donner Pass Rd (the access is blocked by boulders at this time). In addition, she commented she still wants the short rock wall along the South Cemetery property line along Jibboom St. There was discussion regarding mitigating damage to both cemeteries on the uphill and downhill sides during the widening of Jibboom St. There was discussion regarding the property lines of the Catholic Cemetery in relation to the work on Jibboom St. It was decided that Collinson will contact O'Conner of Triumph to express the concerns above and possibly revise the agreement to reflect the district's request that the Town of Truckee build a rock retaining wall on both sides to protect the property as the road is worked on and widened, and mandating heavy equipment to use Donner Pass Rd. Collinson left a voice mail for O'Conner. No vote was taken on the agreement at this meeting.

7. New Business: None
8. Trustee Update: Miguel asked for clarification regarding what his duties were in assisting with burials. Czerwinski noted an employee must be present to represent the cemetery and answer questions. Trustees commented his job was to lay out boards, set up chairs, clean up mess, protect sod. The secretary will locate the employee manual that has this subject covered.
9. Calendar: the next meeting will be Monday, November 7, 2016 at 2pm at Truckee Donner PUD
10. Adjournment: Lupyak motioned to adjourn, Arnold seconded, motion passed. The meeting adjourned at 5:58 pm.

Respectfully Submitted,

Tricia Cook, Secretary

Edmund Czerwinski, Chairman