

TRUCKEE CEMETERY DISTRICT

REGULAR MEETING MINUTES

5/2/16

1. Call to Order: Chairman Ed Czerwinski called the meeting to order at 2:13 pm.
2. Roll Call:
 - a. Present: Eric Larusson, Clare Aguera, Anne DeVoe, Sharon Arnold, Ed Czerwinski, Sarah Lupyak. Archivist Chaun Mortier and IT Consultant Greg Zirbel arrived at 2:20 pm. Also present were Caretaker Miguel Gonzalez, Assistant Caretaker Joe Aguera, and Secretary Tricia Cook.
 - b. Absent: none
 - c. Public: none
3. Public Input:
 - a. Ed Czerwinski requested discussion regarding cost of Soto vandalism incident. After discussion it was decided there were no costs to be reported to the Nevada County Probation Department. Czerwinski will call to let probation know.
4. Consent Calendar:
 - 4.1) Minutes 4/4/16: Arnold requested minutes include details of reports that are not submitted to the board in writing.
 - 4.2) Warrant Request TR0516
 - 4.3) Larusson motioned to approve the consent items with the minutes as corrected, Aguera seconded, motion passed.
5. Discussion Items:
 - 5.1) Secretary/Treasurer report:
 - 5.1)1. Sarah Lupyak was sworn in as trustee
 - 5.1)2. Discussion regarding revenue received from county, Arnold commented that the district has not received full amount of estimated allocation of \$151,082 per correspondence from Nevada County dated 10/2/15.
 - 5.1)3. Arnold requested email address be corrected in directory
 - 5.1)4. Signing authorizations at TTL, Mt. Hardware, Truckee Rents, Flyers, and Rock Garden have been modified to delete Greg VanLoon and Anne DeVoe and include Miguel Gonzalez.
 - 5.1)5. A \$25 gift card has been sent to Barbara Smith as thank you for help with backflow testing.
 - 5.2) New Burials: none
 - 5.3) Correspondence: no action
 - 5.4) Caretaker report: Assistant Caretaker Joe Aguera reported new Caretaker Miguel Gonzalez started 4/18/16. Scott from Perennial fixed valve by gate and stand up valve by northwest corner, fixed leak in toilet. Rock and Rose started maintenance on 4/20/16. They have mowed, and edged. No fertilizer yet. Barbara Smith did backflow device test, found broken valve, ordered replacement part. Miguel has been working on materials bins when time allows. One rule sign was installed; the other 3 are in the shed. Arnold questioned what day(s) Rock and Rose has scheduled. None was stated, assuming Tues and Wed same as last year. Mondays and Thursday for non-residential watering. No watering yet. Arnold read HSC section 8102 8103 that states the district can dispose of articles placed on graves when wrecked, destroyed, or dilapidated. Arnold distributed timesheet templates to caretakers.

- 5.5) Archivist report: Chaun Mortier reported. Written report attached
- 5.6) IT report: Greg Zirbel reported. Written report attached. Arnold requested out going message state "for Cemetery information call Joe Murray". Arnold requested meeting dates be on outgoing announcement.
6. Open Items:
- 6.1) Website: Chaun Mortier reported. Will go live so board can review and comment. Mortier will let the board know when it is published. After discussion it was decided Zirbel will start a Facebook account for the cemetery.
- 6.2) Interment Order Form: After discussion it was decided Zirbel will order 100 proposed forms in triplicate from TIP.
- 6.3) Memorial Day Planning:
- 6.3)1. Mortier will provide flowers
- 6.3)2. Aguera will coordinate the music
- 6.3)3. Aguera ordered chairs
- 6.3)4. Aguera and Mortier will do flag count
- 6.3)5. Mayor, Supervisor, Minister, CAP have not responded. Aguera will let Czerwinski know if minister hasn't responded by tomorrow
- 6.3)6. Aguera is going to do a talk
- 6.3)7. 'Honor Board' will loaned for the ceremony from Friends of the Vets Hall
- 6.4) Barsell Property update: Attorney, Ed Czerwinski met with Michael O'Conner CEO of developer Triumph to voice and discuss concerns.
7. New Business:
- 7.1) Section commonly refered to as 'Baby Cemetery': After discussion it was decided the sections labeling has changed but the records of placement are correct. CA Health and Safety Code section 8110-8112 were discussed as they pertain to the records of the 'Baby Cemetery' and the requests of the Wainscot's. The District will make available records of the section including a map and list of interments that are in the Cemetery archives, with the understanding that many of the records pre-date the Health and Safety Code and while the District is diligent in preserving and archiving records it is understood some old records may be incomplete.
- 7.2) Discussion of monetary damages due to Soto vandalism: see Public input
8. Trustee Update: Ed Czerwinski extended a welcome to new Trustee Sarah Lupyak and new Caretaker Miguel Gonzalez.
9. Calendar: the next meeting will be Monday, June 13, 2016 at 4:00 pm at the Cemetery weather permitting or TDPUD Conference room as an alternate site.
10. Adjournment: Lupyak motioned to adjourn, Larusson seconded, the meeting adjourned at 4:10 pm.

Respectfully Submitted,

Tricia Cook, Secretary

Edmund Czerwinski, Chairman