

**LINDSAY-STRATMORE PUBLIC CEMETERY DISTRICT**  
**639 S. FOOTHILL- LINDSAY, CA 93247**  
**PHONE/FAX: (559) 562-3349**

February 17, 2021

The February meeting was called to order on February 17, 2021 at 4:30 p.m. in the Lindsay-Strathmore Cemetery District office by Director Dennis Medders. In addition to Director Medders, in attendance were Director Jeff Tienken and Cemetery Manager Brenda Altermatt. Director Rains was out of town at a conference.

Director Medders made the motion that the January 20, 2021 minutes be approved. Director Tienken seconded the motion. With all in favor, the minutes were approved.

There were no Public Comments.

The directors reviewed and paid the current bills. Also examined were the ones that had required payment prior to the meeting.

The total bills for January 2021 were: Salaries \$12,182.70; Water/Grove Care \$7,103.38; Medical Insurance \$1,385.08; Remaining expenses \$13,695.36.

Cemetery income for January was \$43,731.19 (included is the burial and pre-need income, endowment, insurance refund, the interests for the two Bank of Sierra accounts, and the three Tulare County accounts). The Tritten account balance was \$48,343.31.

Accessible at the meeting for the Board members to review were the January county balance sheets for the Pre-Need, Endowment and General Accounts. The Tulare County fourth quarter Treasurer's Report was also available.

Mrs. Altermatt presented the February Cemetery Manager's Report.

Interments for January were: (12) full and (5) cremation burials at Lindsay and (1) full burial at Frazier Valley.

### **Old Business:**

**Addition 15** – Manager Altermatt reported the grass seed for this addition will be replanted once again soon. Director Tienken agreed that our grounds crew could begin seeding in the next month or so. He also recommended that the clumps of weeds that are growing in this area should be dug up, preferably by shovel, before the grass seed is sown. Doing this by hand will prevent harming the soil again by using chemicals.

**Fiscal Year Financial Audit Update** – David Farnsworth, C.P.A., informed Mrs. Altermatt on the 10<sup>th</sup> of February that he would not have our audit ready for this month's meeting. He apologized and said that at this time he is now planning on presenting his report to our board at the March meeting.

**Cemetery Staffing** – Mrs. Altermatt reported that Alfonso Holquin, from USA Staffing, continues to work for our District as a grounds man. A decision to hire him as a full time employee for LSCD will need to be made soon by grounds foreman Jaime Garza. Manager Altermatt informed the members that secretary, Becky Morales, has two upcoming surgeries—one in March and one in June. After Becky returns to work, and has recuperated, Mrs. Altermatt told the Board member that

at that point, she may decide to retire due to some family health concerns. Director Tienken expressed to her that she might want to begin looking for someone to work part-time in the office, perhaps through USA Staffing. Mrs. Altermatt said that she will keep the members updated on these staffing issues during the next few months' Board meetings.

### **New Business:**

**Form 700 & Ethics Certification** – Director Medders has completed and turned in his Form 700, and is not due for the Ethics Certification which is required every two years. Directors Rains and Tienken, and Manager Altermatt still need to submit both.

**Grounds Policy Compliance Issues** – Due to some recent cemetery grounds problems that have developed in the last month, Mrs. Altermatt reported that she had listed some additional items on the Gravesite Policy sheet that is given to all of our At-Need and Pre-Need families. These sheets are also being carried on our grounds men's golf carts so that they can be given to family members/visitors when they are questioned about the removal of non-compliant items from gravesites. Also, she informed the board members that families are still trying to set up tables, serve food (after one service they even had drive-by food tables), provide "Port-a-pottys" for gatherings, etc. When any of the staff sees this occurring or hears of anyone doing these things, the individuals/family members are reminded of our policy and instructed that the non-compliant objects or set-ups must be removed.

**WaterPlus Insurance Package (Endorsements/Proposal)** – Agent, Mayra Hernandez, from Walter Mortensen Insurance emailed the revised WaterPlus insurance proposal to us with the suggested changes that had been recommended at last month's meeting on the equipment, property, assets, etc. This revised proposal was reviewed by the board members. On a motion from Director Tienken and second by Director Medders, with all in favor, the updated WaterPlus Vehicle and Property Insurance policy with the premium amount of \$6,533.00 was approved. The board members expressed that next year, different policies and companies should be explored and compared to see if there is a better insurance policy for our District.

The meeting was adjourned at 5:45 p.m.

The next regular Board meeting will be held at 4:30 p.m. on Wednesday March 17, 2021.

Respectively Submitted,

*Dennis R. Medders*