

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

September 18, 2019

The meeting was called to order at 4:40 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 Dale Rains was out of town and not present.

Director Medders made the motion that the August 2019 minutes be approved. Director Tienken seconded the motion. With all in favor, the minutes were approved.

There were no public comments.

The current bills were reviewed and paid by the directors. Also examined were the ones that required payment prior to the meeting. The total bills for August were: Salaries \$14,256.71; Medical Insurance \$1,326.90; Water/Grove Care \$6,556.68; remaining expenses \$15,376.08. Income for August was \$45,193.12. The Tritten account balance was \$65,347.18.

Accessible at the meeting for the Board members to review were the county balance sheets for the Pre-Need, Endowment and General Accounts and the second quarter Tulare County Quarterly Treasurer's Report.

Mrs. Altermatt presented the September Cemetery Manager's Report (attached to the minutes).

Interments for August were (5) full burials and (4) cremations at the Lindsay Cemetery.

**Old Business:**

**Addition 15 Expansion** – Since prevailing wage is an issue (any public works project over \$1,000.00), Manager Altermatt reported that LSCD will not be able to contract an outside business (Rainscape or Crouzet) or individual (such as Mr. Francisco Diaz which gave the proposal for trenching of \$4,500.00 at the last meeting) to do the work on Addition 15 for our district. She said that our employees will need to undertake this project themselves. Foreman Jaime Garza has been in contact with Ag Irrigation to see if they'd make a blue print/layout of this addition for us. After the waterlines, electric lines and graves are marked out, our grounds men will rent a trencher and begin the work. Grounds Foreman Garza has purchased the necessary PVC pipe from Ag Irrigation, and it is on the trailer in the compound.

Mrs. Altermatt showed the Board members two sample map blocks that Mr. Garza had obtained from Porterville Cemetery which showed different ways that they had laid out their flat and upright grave marker locations. Also available were LSCD's Addition 14 and 11 maps. She explained that the way that the blue print of Addition 15 is designed will determine the location and number of upright and flat marker gravesites. This initial blue print/lay out is very important because interment property (gravesites), i.e. income, if not laid out correctly, will cause gravesites to be deemed unusable (such as in Addition 11) because the equipment cannot get in to dig the graves and install the vaults.

**Yearly Audits Update** – Mrs. Altermatt reported that the Workman's Compensation audit was completed on September 17<sup>th</sup> and the Cemetery Audit will be on October 21-23 by the new auditor, David Farnsworth, CPA.

**Web Site** – Visalia Website designer, Ben Patel, has been on vacation, so there has not been progress on this project since the last meeting.

**Public Benefit Equipment Grant Programs** – Mrs. Altermatt presented a brochure that Mr. Garza had obtained from Cal Turf with a quotation for STIHL battery blowers. Each blower would be \$1,741.72. After the voucher from SJAPCD is deducted the remainder that the cemetery would owe would be \$302.73. After reviewing the breakdown of the quote, the Board members expressed concern about the cost of the battery when it would need to be replaced. The AR Battery Backpack costs \$1,099.00. The Board members stated that they would like the grounds men to go with a more traditional blower, as the upkeep costs would be less. The purchase of a lawn mower will be considered at the next meeting when all the Board members are present.

**Grounds Men Staffing** – The present grounds men employees, not including Foreman Garza, with their dates of hire and salaries are as follows: Otabio Garcia started 7/22 @ \$13.00 an hour and Albert Chavez started 9/4 @ \$12.00 an hour. They are both on probation for 6 months, according to our policy, and are not receiving benefits (insurance, accumulating sick or being paid holiday hours), until that period is completed. Manager Altermatt also reported that uniform shirts, white t-shirts and (2) pair of jeans had been purchased for each of them.

### **New Business:**

**Tools/Equipment for Shop** – Mr. Garza had given a list to Mrs. Altermatt of numerous items that needed to be replaced, repaired or purchased for the grounds, equipment and/or the shop. They were: (2) new tires for the old JCB backhoe, hose and battery for the weed sprayer, a miscellaneous hand tool set and our "whacker" (compacter) needs to be repaired. Also, some metal pipe needs to be purchased for a headstone "lifter" that Jaime will be making (welding) and chemicals for the weed on the cemetery grounds called mare's tail. The Board members gave their approval for the grounds men to take care of these items/issues. Director Tienken mentioned that a dry chemical called Treevix, sold at Nutrien, works well on the weed mare's tail.

The meeting was adjourned at 5:40 p.m. The next regular Board meeting will be held at 4:30 p.m. on Wednesday October 16, 2019.

Respectively Submitted,

*Dennis R. Madden*