

LINDSAY-STRATMORE PUBLIC CEMETERY DISTRICT
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October 23, 2019

The meeting, originally scheduled for October 16th (postponed a week, since two of the Board members were out of town), was called to order on October 23rd 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, Director Dale Rains and Cemetery Manager Brenda Altermatt.

Director Tienken made the motion that the September 2019 minutes be approved. Director Rains 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 September were: Salaries \$12,417.51; Medical Insurance \$663.45; Water/Grove Care \$1,732.37; remaining expenses \$12,517.94. Income for September was \$16,540.00. The Tritten account balance was \$65,349.69.

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 October Cemetery Manager's Report (attached to the minutes).

Interments for September were (7) full burials and (3) cremations at the Lindsay Cemetery.

Old Business:

Addition 15 Progress – Manager Altermatt reported that after reviewing the comparison proposals from various businesses, she and Foreman Garza decided upon renting a ride on trencher from HercRentals in Bakersfield. On October 14th, the Addition 15 project finally broke ground when the trenching was started for the water lines. She thanked Director Tienken for assisting the grounds men that day as they began to learn how to operate this piece of equipment. The actual trench work only took a partial day to dig. LSCD provided morning and noon snacks/light meals that day for the employees. The PVC pipe has been purchased from Ag Irrigation, and the employees are starting to place them in the open trenches. Director Tienken requested that as soon as possible the pipe which will be laid in the most eastern trench, next to the fence, be laid. Mrs. Altermatt informed the Board members that she hadn't received the final invoice from HercRentals, but she was given an estimate of approximately \$650.00 (for the trencher, transportation, taxes, etc.).

Fiscal Year & Workman's Comp Audits – The on-site part of the Fiscal Year audit was completed yesterday (October 22nd), Manager Altermatt reported. She will continue to work with David Farnsworth CPA, as he will be requesting more information and reports from and for our District. Mr. Farnsworth told her that he will notify her when he wants to meet with the Board for his audit presentation – this will be at the November or December meeting. The Workman's Comp final information breakdown from the Illinois Midwest audit was presented. The adjustment was \$4,098.00. A check for \$1,640.00 was sent to our office. The remainder will be subtracted from our monthly premium(s).

Web Site – Mr. Ben Patel, designer of our web site, asked Mrs. Altermatt to obtain from the board members their email addresses and phone numbers. The members discussed the possibility of setting up new email addresses for themselves since they are concerned about having their normal email addresses being made public. These need to be completed by the end of December for our District to be in compliance with the January 1, 2020 deadline.

Grounds Equipment/Mower – Mrs. Altermatt stated that our Grasshopper mower required a new starter for \$419.51 (core exchange will be refunded). Foreman Garza will be doing the installation. She asked that the possibility of purchasing a new mower be discussed at a future meeting as she and Mr. Garza have been involved in other cemetery projects and aren't prepared at this time to present the various options and prices for a mower. Additionally, mowing season is winding down and other projects have priority at this time.

Grounds Men/Staff Issues – Manager Altermatt asked the Board members to consider giving grounds man, Otavio Garcia, a \$2.00 an hour raise. She stated that a local funeral home had recently asked him to come to work for them at \$15.00 an hour. He is making \$13.00 an hour presently at LSCD. He declined their offer, as he said that he enjoyed his work for our District. Mrs. Altermatt reminded the members that he had considerable cemetery experience as he had previously worked for a number of years at Porterville Cemetery. He is proficient at working the backhoes and other pieces of equipment. Along with other qualifications, she stated that she would not want to have this grounds man leave our employment. On a motion by Director Tienken, and second by Director Rains, with all in favor, it was decided to approve a \$2.00 raise for Mr. Garcia.

New Business:

Graveside Chairs & Table – Mrs. Altermatt presented the need to purchase new portable chairs for our graveside set-ups. She said that sometimes we have two back-to-back services and we only have one set that is in decent condition. This will cost approximately \$900.00-\$1,000.00. She was give the approval to purchase these chairs. LSCD also needs an additional folding table for the cremation burials. This was also approved.

Office Roof Repair – The rainy season last year revealed that our office roof had a leak. This was discussed at a past meeting, but had been tabled until a later time. Mrs. Altermatt presented the need once again before the inclement weather starts. She was asked to determine if this was a prevailing wage project, and to also consult with the grounds men to see if they would have the time, due to Addition 15, to do the work ourselves. The Board members suggested various outside roofing companies, and Director Rains said that he could help our employees get started on this project if we proceed with it ourselves.

The meeting was adjourned at 5:30 p.m. The next regular Board meeting will be held at 4:30 p.m. on Wednesday November 20, 2019.

Respectively Submitted,

Dennis R. Medde