

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

December 18, 2019

The meeting was called to order on December 18, 2019 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 Rains and Cemetery Manager Brenda Altermatt.

Director Rains made the motion that the November 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 November were: Salaries \$13,123.39; Medical Insurance \$663.45; Water/Grove Care \$3,657.00; remaining expenses \$13,682.32. Income for November was \$12,891.98. The Tritten account balance was \$65,355.24.

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 third quarter Tulare County Quarterly Treasurer's Report.

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

Interments for November were (5) full burials and (7) cremations at the Lindsay Cemetery. None were held at Frazier Valley.

Old Business:

Audit Report/Fraud Prevention – Manager Altermatt informed the Board members that our auditor, David Farnsworth, had notified her on December 13th, after the agendas had been mailed, that the audit was not finished and he wouldn't be able to do his presentation at today's meeting. He apologized and asked to be put on next month's agenda.

Addition 15 Progress – Ag Irrigation's invoice for the materials obtained by our grounds crew at the beginning of this project was presented to the Board members for their review. The total came to \$6,565.26. There was also a credit memo from Ag Irrigation for the returned unused items in the amount of \$640.46. Mrs. Altermatt reported that Mike Brownfield's employees will work up the soil at an approximately 1" depth before they level Addition 15 for the last time. This will be done when the soil dries out sufficiently. Since they won't be able to get their equipment close to the north and east fences, Mr. Brownfield requested that our grounds men fill in the trenches by hand before the leveling is done. Mr. Brownfield is not charging us his assistance in getting this Addition prepared. He also volunteered to help when the time comes to spread the grass seed. Mrs. Altermatt said that Foreman, Jaime Garza, is also getting a comparison price for hydro seeding this area.

Reroof Office – When it was determined that reroofing the office by an outside company would require our district to pay prevailing wage, Manager Altermatt said that she and Mr. Garza had discussed just patching the area instead of reroofing the entire building. The directors thought that if our employees did the work themselves, with Director Rains overseeing and advising them, that it would be best to do the complete roof. Mrs. Altermatt will discuss this with the grounds men and it will be considered again at the next meeting.

Cemetery Trees Project – Approved at last month's meeting, the cemetery trees are being pruned/shaped by Cut A Tree this week, Mrs. Altermatt reported. The work began on Tuesday, December 17th. The total amount billed for the (51) Chinese elm trees was \$11,200.00. \$1,075.00 was quoted for removing (2) dead trees—one at Lindsay and one at Frazier. Because these trees will be removed while the equipment is at the cemetery, the quote was reduced by \$400.00 to \$675.00. A check was signed by the Board members for \$11,875.00 to Cut A Tree which Manager Altermatt will give to Mr. Cordero when the job is completed.

New Business:

Transfer of Ownership – A check was signed by the Board members for \$4,925.00 to Mai Chang. She transferred (5) gravesites at Frazier Valley Cemetery back to the District. They were purchased by Mai Chang and Thao Xiong (Buyer 2) for \$1,000.00 each on November 28, 2017. The endowment charges are non-refundable. A \$75.00 Transfer fee was deducted from the \$5,000.00, as stipulated on the Transfer of Ownership form.

Tulare County Account Transfer Status – Because of the cost of the tree trimming project, per the Board members' motion at the November meeting, \$50,000.00 was transferred from our Tulare County General Account to our Bank of Sierra checking account. The \$50,000.00 was deposited into our account on December 13th.

The meeting was adjourned at 5:15 p.m.

The next regular Board meeting will be held at 4:30 p.m. on Wednesday January 15, 2020.

Respectively Submitted,

