

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

March 18, 2020

The meeting was called to order on March 18, 2020 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. Also present was Mr. Eddie Smith, funeral director/owner of Webb Sanders & Smith Funeral Home in Lindsay, California.

Director Tienken made the motion that the February 19, 2020 minutes be approved. Director Medders seconded the motion. With all in favor, the minutes were approved.

Under Public Comments, Mr. Smith explained that due to the very recent pandemic COVID-19 (Coronavirus) outbreak and the effect it is having and may have on our joint effort to provide interment and funeral services to our community, he and Manager Altermatt felt that it would be beneficial for him to share with the board members what he has been learning. After sharing the latest information that he had available to him, he asked for questions and input by the board members. Mrs. Altermatt also provided a copy of CDC guidelines that she has posted outside the office. After the discussion on this issue concluded, Mr. Smith was thanked by the Board members and he excused himself. Mrs. Altermatt said that she would keep the Board members updated on any necessary procedures or mandates from the state or federal government that may need to be implemented or required by our District so than we can be in compliance during this pandemic.

The current bills were reviewed. Also examined were the bills that required payment prior to the meeting. The total bills for February 2020 were: Salaries \$13,980.41; Water/Grove Care \$5,873.19; Medical Insurance \$2,077.62; remaining expenses \$13,980.41. Cemetery income for February was \$17,146.57. The Tritten account balance was \$65,363.37.

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 fourth quarter Tulare County Quarterly Treasurer's Report.

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

Interments for February were (5) full burials and (1) cremation at the Lindsay Cemetery. None were held at Frazier Valley.

Old Business:

Addition 15 – Manager Altermatt reported that the grass had been planted, but was not coming up as yet. The Board members discussed the possibility that perhaps initially the soil had not been worked up sufficiently. Director Tienken said that the seed appears to be lying on top of the ground, and not covered with a layer of soil. If, after some warm weather, the grass is not growing, this Addition will need to be reseeded.

Conflict of Interest Filing (Form 700) – Mrs. Altermatt reported that the only Form 700 that was needed was from Director Medders. He said that he would complete it and bring it to the office.

Policy Handbook/Employee Benefits – The handbook is being revised and updated by Pacific Employers. Manager Altermatt said that when she notified grounds man, Albert Chavez, that due to a change in the cemetery policy concerning the Introductory Period, he would now be getting District insurance and sick/vacation hours. He asked her if his salary could also be reevaluated since he is only getting minimum wage (\$12.00). After some discussion, on a motion by Director Tienken, and second by Director Medders, with all in favor, it was decided to raise his salary to \$12.75 beginning 3/23/20. She was told to inform him that in June all salaries would be reexamined when the next fiscal year budget is adopted.

New Business:

Transfer of Funds from Tulare County – The balance in the checking account was reviewed, and it was determined that a \$50,000.00 transfer from the county to our Bank of Sierra account was necessary to cover expenses. Mrs. Altermatt reported that we had not received any orange crop checks. Director Medders asked that she contact Mike Brownfield to see if he knew when we might receive any payments. The \$50,000.00 transfer of funds was approved by the Board members on a motion by Director Tienken and second by Director Medders.

Transfer of Ownership from Maria Ramirez D. Garcia to the Cemetery – Manager Altermatt said that this item no longer needs to be considered. The March agenda had already been sent out when Mrs. Ramirez D. Garcia and Bernaldino Martinez Morales did a personal transfer of the (2) gravesites that were to be processed at this meeting.

The meeting was adjourned at 5:40 p.m.

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

Respectively Submitted,

Dennis R. Medders