

**MINUTES**  
**SUMMIT CEMETERY DISTRICT**  
**April 13, 2021**

**I. CALL TO ORDER:** 9:00 a.m. by President Smith

**II. ROLL CALL:**

**Present**

**Absent**

Linda Smith, President  
Galen Shotts, Vice President  
Melvyn D. Foster, Secretary  
Myrna Eberhardt, Trustee  
Helen Enriquez, Trustee  
Donnie Sibole, Manager  
Sandy Chatigny, Clerk of the Board

**III. AGENDA REVIEW:**

None

**IV. PUBLIC INPUT:**

None

**V. MINUTES, EXPENSES, FINANCIAL REPORT:**

- A. A motion was made by Trustee Shotts and seconded by Trustee Enriquez to approve the December 8, 2020 minutes as presented. Motion carried by unanimous vote.
- B. A motion was made by Trustee Shotts and seconded by Trustee Enriquez to approve the Profit & Loss/Financial Report for December 2020, January, February, and March 2021 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Foster and seconded by Trustee Eberhardt to approve the December 2020, January, February, and March 2021 Check Register/Check Listing as presented. Motion carried by unanimous vote.

**VI. MANAGER'S REPORT**

Manager Sibole presented his report for March 2021. Stats from the previous months when no Board Meetings were held are attached to the Manager's Report so the Board could review each month of services, sales, and general stats. Manager Sibole is aware there may be more to discuss and will plan to address those items during the New Business Section of this month's meeting.

**VII. SAFETY REPORT**

Heat Stress Code Red, was the safety topic for this month. Shop and Fire Extinguisher inspections were completed.

## VIII. ADMINISTRATIVE ACTION/INFORMATION

- A. Manager Sibole explained that he had researched the cost per foot of paving through online sources. The Bid from Z & L Paving is at a cost of approximately \$3.50 a foot which is well below what he found other companies were charging. He explained to the Board that there will be base installed under the paving. He feels it has helped to maintain the roadways and will continue to do so. He has also spoken with Z & L Paving and they are going to leave material that the cemetery crew will be able to use when cracks begin so that they can seal them and attempt to prevent water leaks under the paving. A motion was made by Trustee Shotts and seconded by Trustee Eberhardt to approve the Bid from Z & L Paving at a cost not to exceed \$20,742.00. Motion carried by unanimous vote.
- B. Manager Sibole explained to the Board that the vault supplier has changed hands and has increased the price that we pay for vaults. He is proposing an increase of \$30.00 be added to the current price bringing the new cost to \$550.00.

He also explained that he is asking for the price of disinterments be increased to \$4500.00 from \$3500.00.

After the new section in Banning has been completed and is available for sales, he will be asking for an increase for Upright Marker Setting Fees. He will bring this change to the Board at a future date.

A motion was made by Trustee Eberhardt and seconded by Trustee Foster to accept and approve the new prices for vaults and disinterments. Motion carried by unanimous vote.

## IX. NEW BUSINESS

Board Members took the opportunity to ask questions and discuss issues and concerns:

President Smith began with a concern that there are no clear indicators at the Mt. View Cemetery to assist the public with finding grave locations. A close friend of hers lost her husband recently and it was difficult for her to locate the grave without help from the office staff. She questioned if something could be done to mark the driveways or roads with numbers.

Manager Sibole explained that in Beaumont, both Mt. View and Sunnyslope Cemeteries are laid out in such a way that trying to mark each row would be extremely difficult. The number of signs and postings would be in the hundreds.

Manager Sibole did advise the Board that visitors can try and use their phones on Find A Grave or at our website: [summitcemeterydistrict.org](http://summitcemeterydistrict.org). In many cases the location will populate in the burial search bar and assist visitors in finding graves. President Smith said she is going to give that a try.

Manager Sibole did note that Banning is mapped out differently and the upper section does have maps for the public because they do have sections that are marked.

Trustee Shotts questioned Manager Sibole on the status of the Security Guards and the signs for the San Gorgonio Memorial Park. Manager Sibole explained that everything is ready to proceed, he



held off on moving forward due to Covid. In his opinion, there has not been a need for Security Guards. The number of visitors to the Cemetery are down due to the Covid-19 Virus and as a rule it is less busy during the winter months.

The Board questioned the delay in moving forward as discussed in previous meetings. Manager Sibole responded that he is ready to go, but he would like to set up meetings with the Security Guards and make sure they understand what he wants done as far as what he will and will not allow. There are some regular visitors that set up chairs and umbrellas, he does not want the Security Guards asking them to remove their chairs because they have always brought them, and they are not bothering other visitors. Large groups or gatherings that are setting up Easy-Ups, tables, ice chests, etc., would be asked to leave.

The Board had concerns about not having the same rules apply to all.

Trustee Shotts is also concerned that with large groups of people gathering they are more than likely impeding on other graves around them which might cause visitors to be intimidated and leave without visiting their loved ones.

Trustee Shotts reminded everyone that the purpose of the Security Guards and the signs are to dissuade public drinking and other behaviors that disrupt those visiting while maintaining the respect that all visitors deserve. Manager Sibole told the Board he has been keeping a close eye on the Cemeteries during regular and weekend hours with no problems so far.

The Board wants the signs and Security Guards implemented. They do not see the need to wait.

Manager Sibole will start with Security Guards in Banning and may have them travel to all the sites in the future, but for now will concentrate in Banning.

Manager Sibole discussed with the Board decorations at the Cemeteries, especially around the holidays. He commended Foreman Douglas in Beaumont whom he says, does a great job in enforcing the rules and restrictions, while Foreman Ugapo in Banning is a bit more laid back and does not want to hurt any feelings or step on any toes. Manager Sibole says he has been working with Foreman Ugapo and explained that if we let one family get away with something, they will all be doing it and it will be too much. He said families will conform to the new rules once they get used to them.

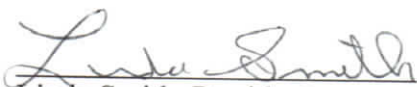
Trustee Enriquez asked what the status was with the attorney. Manager Sibole said they have emailed back and forth. The attorney has told him he is working on the Policy Manual. No advice or instruction as to the legalities of the signs and policy changes that are going to be implemented. To date the attorney has not sent anything other than bills. Manager Sibole said that he is a good guy but since he moved to the Sacramento area, he has been hard to pin down and get results.

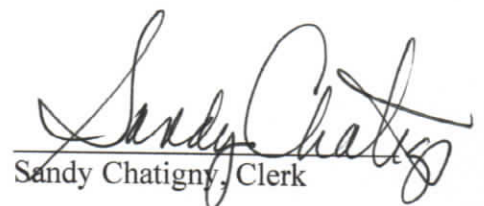
Trustee Enriquez and President Smith are concerned that they are not receiving adequate representation from this attorney and perhaps a change should be made. They have already waited over 3 months with no results. Manager Sibole said he will either call or email the attorney one last time and he will explain to him that if he is too busy maybe he can refer him to another attorney that is in our area.

**X. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:53 a.m.

APPROVED:

  
Linda Smith, President

  
Sandy Chatigny, Clerk