

MINUTES
SUMMIT CEMETERY DISTRICT
July 13, 2021

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

II. ROLL CALL:

Present

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

Absent

Myrna Eberhardt, Trustee

III. AGENDA REVIEW:

IV. PUBLIC INPUT:

Local resident Paul Davis was in attendance.

V. MINUTES, EXPENSES, FINANCIAL REPORT:

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

VI. MANAGER'S REPORT

No additions

VII. SAFETY REPORT

Working Outdoors Mosquitoes & Tics was the Safety Topic for this month. Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION

- A. Manager Sibole presented the Annual Budget 2021/2022. He went over figures from last year and his projections for this year. A motion was made by Trustee Shotts and seconded by Trustee Foster to approve the Annual Budget 2021/2022 as presented. Motion carried by unanimous vote.

- B. Manager Sibole presented invoice for Unfunded Liability for Classic Employees with CalPERS. Explained that if the amount is paid in a lump sum, the District can receive a discount of approximately 3%. The District has the funds to pay the lump sum and take advantage of the discounted amount. A motion was made by Trustee Shotts and seconded by Trustee Foster to approve the lump sum payment of \$122,298.00 to CalPERS for the Unfunded Liability. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the updated Publicly Available Pay Schedule. Motion carried by unanimous vote.
- D. A motion was made by Trustee Enriquez and seconded by Trustee Shotts to sign off on the City of Beaumont Land Transfer Agreement. Motion carried by unanimous vote.
- E. A motion was made by Trustee Shotts and seconded by Trustee Foster to approve expenses for Board Members and employees to attend the CAPC Education Seminar in San Luis Obispo Oct. 8 & 9, 2021. Motion carried by unanimous vote.

Manager Sibole asked that Board Members planning to attend the CAPC Education Seminar let Office Manager McGillvray know by the end of this week.

- F. Pennsylvania Avenue will be closing in the near future due to widening of the road. If it causes any problems for Board Meetings, the meetings can be moved to one of our other locations temporarily.

IX. NEW BUSINESS

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:55 a.m.