

MINUTES
SUMMIT CEMETERY DISTRICT
August 8, 2023

I. CALL TO ORDER: 9:0 a.m. by President Smith

II. ROLL CALL:

Present

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

Absent

III. AGENDA REVIEW:

No Additions or changes

IV. PUBLIC INPUT:

Public comments were heard. It was requested that the following Written Public Comment(s) be entered into the Public record.

Written Public Comments are as follows:

1) Agenda Items: 3. (Non-Agenda Public Comment)

Please make the necessary arrangements to post (Notice) upcoming District Board meeting(s) "Public meetings" on your organizations website in accordance with California's meeting requirements (72 hour prior notice for regular meeting). Along with the required meeting agenda posting certification listed on the Meeting agenda itself.

These recommendations would assure that California's long established Brown Act safeguards and meeting requirements are followed.

Please consider allowing citizens the opportunity to review Board of Trustees meeting packet(s) prior to the schedule meeting date. Having that information (documents) available along with the

meeting agenda on the Districts website would add to the Districts transparency.

2) Agenda Item: 7.E (Appointment of potential future Trustee/Riverside County Board of Supervisors scheduled reappointments)

Please be aware that not having an easily accessible meeting agenda packet of this agenda topic has placed my comments at a disadvantage.

As this Board of Trustees are aware, your tender as assigned (appointed) Trustees of this district will continue until the end of this year even if your appointment has expired. But it should be clearly understood that any new

appointee (Trustee) would be solely the Riverside County Board of Supervisors decision. The actions of the current Summit cemetery District to potentially select and have an actionable (Voting) agenda Item in regards to filling a prior vacated Trustees position shouldn't have happen. Please consider approaching the Board of Supervisors as individuals to recommend your candidate for the long vacated Trustee position.

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Enriquez and seconded by Trustee Eberhardt to approve the July 11, 2023 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve the Profit & Loss/Financial Reports for July 2023 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Foster and seconded by Trustee Eberhardt to approve the July 2023 Check Register/Check Listings as mailed. Motion carried by unanimous vote.

VI. MANAGERS REPORT

No additions.

VII. SAFETY REPORT

Flammable and combustibile Liquids Safe Handling and Storage was the Safety Topic for this month
Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION

- A. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve the 2023/2023 Annual Budget as presented. Motion carried by unanimous vote.
- B.. A motion was made by Trustee Enriquez to approve the bid from Z & L Paving for asphalt work at San Gorgonio Cemetery at a cost not to exceed \$64,200.00. Motion carried by unanimous vote.
- C. Item C was held at the end of the meeting. The Public and Manager Sibole were asked to leave the meeting. Board members discussed Manager Sibole's evaluation.

The Public and Manager Sibole returned to the meeting. The Board informed Manager Sibole that they are happy with his work overall and gave him a 4.8 out of 5 rating. They do like the way he communicates with the Board and with the employees. They commended him on the work he has done with the City of Beaumont in getting the Wall

Project moving forward as well.

A motion was made by Trustee Enriquez and seconded by Trustee Foster to give Manager Sibole a 5% pay increase effective on the next pay period. Motion carried by unanimous vote.

- D. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve Manager Sibole to enter negotiations with Agent Peter Tripp on the purchase of the Veile Property up to an amount not to exceed \$875,00.00. Motion carried by unanimous vote.
- E. A motion was made by Trustee Foster and seconded by Trustee Enriquez to accept the recommendations from the County Board of Supervisors pertaining to New Appointments and re appointment schedules. Carol Hennessy is still their recommendation to the County Board of Supervisors to fill the vacant position. Motion carried by unanimous vote.
- F. A motion was made by Trustee Foster and Seconded by Trustee Enriques to approve any Board Member or employee expenses to attend the CAPC Meeting in Sacramento Oct 6 &7, 2023. Lin McGillvray will need to know asap if there are any attendees so that reservations can be made. Motion carried by unanimous vote.
- G. A motion was made by Trustee Enriquez and seconded by Trustee Eberhardt to change the regularly scheduled meeting on September 12th to September 19th at the request of Manager Sibole. Motion carried by unanimous vote.

IX. NEW BUSINESS

X. ADJOURNMENT:

Trustee Enriquez excused herself from the meeting at 10:30.

There being no further business, the meeting was adjourned at 10:43a.m.