

MINUTES
SUMMIT CEMETERY DISTRICT
January 13, 2026

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

II. ROLL CALL:

Present

Melvin D. Foster, President
Helen Enriquez, Vice President
Linda Smith, Trustee
Carol Hennessy, Secretary
Donnie Sibole, District Manager
Sandy Chatigny, Clerk
Bruce Torola, Assistant Manager

Absent

III. AGENDA REVIEW:

IV. PUBLIC INPUT:

Anton Konrad, Jr. explained to the Board that he would like to have an upright marker placed on his father's grave. Grave was not purchased as an upright, but he wants to proceed with having one placed. His father passed away November 2024. His mother is still living and will be buried next to his father. Manager Sibole advised Mr. Konrad that first, he needs to talk with Carl Douglas, the foreman at Mt. View to see if this is even a possibility, depending on if there is room to allow an upright.

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Smith and seconded by Trustee Hennessy to approve the December 9th, 2025 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Hennessy and seconded by Trustee Enriquez to approve the Profit & Loss/Financial reports for December 2025 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Hennessy and seconded by Trustee Smith to approve the December 2025 Check Register/Check Listing and credit card purchases as presented. Motion carried by unanimous vote.

VI. MANAGERS REPORT

No changes to the report

VII. SAFETY REPORT:

Defensive Driving in Wet Weather 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 Hennessy and seconded by Trustee Smith to approve the estimate from Efrain Tree Service at a cost not to exceed \$14,000 for tree work at Mt. View Cemetery. Motion carried by unanimous vote.
- B. A motion was made by Trustee Enriquez and seconded by Trustee Hennessy to approve the updated Key Executive List for Wells Fargo Bank as presented. Motion carried by unanimous vote.

IX. NEW BUSINESS:

Sandy Chatigny informed the Board about the numerous complaints from the public regarding the potholes on Pennsylvania Avenue. She brought it up to Manager Sibole, who proceeded to contact the City of Beaumont, and the next day, there was a city truck working on the pot holes.

X. ADJOURNMENT:

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

APPROVED:

Melvin D. Foster, President

Sandy Chatigny, Clerk of the Board