

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Regular Meeting held February 20, 2024
The agenda was posted on Thursday, February 15, 2024

A. CALL TO ORDER

Chairman Mark Riemer called the meeting to order at 8:00am.

B. ROLL CALL

Trustees Present - Mark Riemer, Grant Kageta, Roy Hebard, Bill Andersen and Gordon Takemoto

Staff Present - Jeff Forrey, Laurie McAfee and Jaymee Cowling

Teleconference - None

Absent - None

Guest(s) - Jimmy Pinocchio and Scott German

Public - Maria Baranowski

C. PUBLIC COMMENT - Maria Baranowski thanked the Board for considering her request that a change be made to our interment policy and allow two qualifying individuals who are not legally related be allowed to co-own or be interred in the same grave.

D. AGENDA REVIEW -

E. CONSENT AGENDA

1. Approval of Minutes for the Workshop meeting on January 9, 2024.
2. Approval of Minutes for the Regular Meeting on January 16, 2024.
4. Approval of payment of the January 2024 Bills in the amount of \$10,299.46.
5. Approval of transfer of January 2024 income to Placer County in the amount of \$35,586.72.

A motion was made by Roy to approve all items on the Consent Agenda. Bill seconded. All in favor, motion carried.

F. PROJECT UPDATE -

1. Rocklin Cemetery Restroom and Pavilion - Jimmy and Mark Riemer will meet to go over designs for the restroom. Jimmy anticipates that he will have the plans and elevations ready to present at our March 2024 Board meeting.

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2. Newcastle Pavilion Sidewalk - Jimmy presented a design that included three handicapped parking space options including the current existing space in our parking lot.

G. MANAGERS REPORT -None

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS -

1. Rocklin Cemetery Restroom and Pavilion - No action at this time.
 - a. Design/Plans
2. Newcastle Pavilion Sidewalk -
 - a. Design/Plans - Jimmy Pinocchio presented the design for the new sidewalk that included three options for the location of a handicapped parking space. The design included the current space we already have in our parking lot. Jimmy and Newcastle Cemetery Foreman, Jaymee Cowling, expressed their opinions on the cons of creating a new space in either of the two spots located on the main entrance road (Pine Pl.). Bill made a motion to approve we do not create a new space and just enlarge and update the current one that we have and in addition, we will remove the drain alternate option to in our bid requests. Roy seconded. All in favor, motion carried.
3. Investment Options - Mark Riemer and District Manager, Jeff Forrey, researched options for investments of the District money outside of the County. It was determined that there were no viable options that would have been worth the potential risk to our relationship with the County or the cost it would take to maintain. No action taken.
4. Fiscal Year 2022/2023 Audit - Auditor, Scott German, presented the audit to the Board. Roy made a motion to approve the audit as presented by the auditor. Grant seconded. All in favor, motion carried.
5. Interment Policy Change Recommendation - As requested by the Board at the January 16th meeting, Jeff spoke with our attorney about the possibility of changing our current policy from only allowing individuals who can provide proof of legal relationship to co-own or be buried in each others grave or niche space to allowing qualified individuals to co-own or be buried in each others graves without a legal relationship. Per our attorney, Russ Hildebrand, he saw no reason as to why we could not make this change especially given that there are other Cemetery Districts already following this practice. Mark made a motion to approve the recommended change to the Interment Policy. Bill seconded. All in favor, motion carried.
6. Wage Step Program - Jeff Forrey presented a new Wage Step Program to the Board. The Board was advised that it has been passed through our attorney, Russ Hildebrand and the Golden State Risk Management Human Resources attorney, Pattie Eyrers. Both gave their approval. Discussion of how and when to implement was discussed. Roy made a motion to approve the step program as presented and to begin in the upcoming 2024/2025 budget. How it will be rolled out to the employees will be decided at a later date. Gordon seconded. All in favor, motion carried.

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I. REVIEW OF CORRESPONDENCE TO THE DISTRICT -

1. Form 700 is due April 1, 2024
2. Mission Square Retirement - They will no longer be accepting new payments into one of their investment options. This change will not affect any of our employee's.

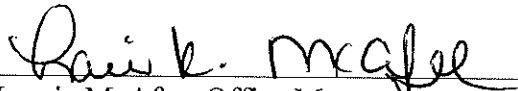
J. TRUSTEE QUESTIONS & COMMENTS -

1. Gordon inquired into how our new water tank at Newcastle was performing. Jeff informed him that it is working great and has been a big benefit in saving the grounds crew time from having to clean the sprinkler heads.

K. ADJOURNMENT - Gill made a motion to adjourn the meeting. Roy seconded. All in favor, motion carried. Meeting adjourned at 9:39am.



Mark Riemer, Chairman



Laurie McAfee, Office Manager