

**NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY**  
**District Office, 850 Taylor Road, Newcastle, CA 95658**  
**Minutes for the Regular Meeting held August 15, 2023**  
The agenda was posted on Thursday, August 10, 2023

**A. CALL TO ORDER**

Chairman Bill Andersen called the meeting to order at 8:00am.

**B. ROLL CALL**

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

Staff Present - Jeff Forrey and Laurie McAfee

Teleconference - Roy Hebard

Absent - None

Guest(s) - None

Public - None

**C. PUBLIC COMMENT - None**

**D. AGENDA REVIEW**

**E. CONSENT AGENDA**

1. Approval of Minutes for the Workshop meeting on July 11, 2023.
2. Approval of Minutes for the Special Meeting on July 11, 2023.
3. Approval of Minutes for the Regular Meeting on July 18, 2023.
4. Approval of payment of the July 2023 Bills in the amount of \$15,804.85.
5. Approval of transfer of July 2023 income to Placer County in the amount of \$51,027.91.

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

**F. PROJECT UPDATE - None**

**G. MANAGERS REPORT**

1. Operations Update -
  - a. Newcastle Elementary staff was on the premises on August 7<sup>th</sup> performing a drill.

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- b. Placer County Agriculture informed us that we had a couple packs of coyote's living on our undeveloped 20 acres and they were starting to get aggressive with people and their dogs. They came in to try and remove them but said it appears that they have moved on. If they hear of more sightings then they will be back to try and remove them.
- c. Newcastle Fire Department did an inspection at Newcastle Cemetery last week. A few adjustments will need to be made and they will be back on September 12<sup>th</sup> to reinspect and sign off.
- d. The date for the Christmas Holiday party has been confirmed with Randy Peters catering for Wednesday, December 13, 2023 at 11:30am in the pavilion.
- e. Presented the suggestions and quotes from Integral Networks for a new server, replacement computers and monthly security monitoring and see if the Board would like to move to a vote at our September regular meeting.
- f. We received the new annual MOU with Placer County. Noticed there was quite a significant increase in cost. Spoke with Andrew Fisk for an explanation of the increase and was informed that they take the entire cost of the Workday Program and administration fees and allocates out to the businesses they serve so the number can fluctuate based their expense budget. In addition, they hired on more people to handle the work load which therefore drove up the cost that was passed onto us.
- g. Per our Purchasing Policy, an ad was ran in the Loomis News and Press Tribune providing notice that we are accepting painting bids. Wednesday, August 23<sup>rd</sup> was listed as the day for the bid walk through and August 30<sup>th</sup> the deadline for the bids to be submitted. Bids will be brought to the regular Board Meeting in September for approval.
- h. The first quarter Safety Training/Facility Inspection will take place on August 30<sup>th</sup> and will cover PPE, Confined Spaces, Fire Safety & Lockout/Tagout.
- i. Received a packet in the mail notifying us that there is a class action being taken against CalPERS which also names every entity that contributes to CalPERS as well.

**H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS -**

- 1. Professional Service Agreement - The Board was presented with the agreement from James Pinocchio. Jeff explained that the agreement was sent to our attorney for review. A few adjustments and additions were suggested and made. Mark made a motion to approve the agreement. Bill seconded. All in favor, motion carried.

**I. REVIEW OF CORRESPONDENCE TO THE DISTRICT -**

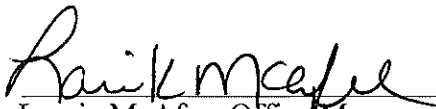
- 1. Public Cemetery Alliance Call for Board Nominees - No nominees

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**J. TRUSTEE QUESTIONS & COMMENTS** - None

**K. ADJOURNMENT** - Mark made a motion to adjourn the meeting. Gordon seconded. All in favor, motion carried. Meeting adjourned at 8:26am.

  
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William Andersen, Chairman

  
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Laurie McAfee, Office Manager