



Winters Cemetery District

Board of Trustees Minutes
Wednesday, March 12, 2025

1. Chairman Bristow called the meeting to order at 9:00 a.m.

2. Roll Call

In attendance: Board members – Chairman Joe Bristow, Vice Chairman Timothy Bozarth, Trustees Dennis Kilkenny, Viona Hague and Lucrecia Sandoval. Also in attendance: Board Clerk/Manager Eric McDermott & Foreman Nick Glide,

3. **Agenda Item #3 - Approval of Agenda:** Chairman Bristow called for a motion to approve agenda. Trustee Kilkenny made motion to approve March meeting agenda, 2nd by Trustee Bozarth.

With no further discussion, motion carried with all ayes.

4. **Agenda Item #4 – Public Comments:** Chairman Bristow opened the meeting to public comment, seeing no public in attendance public comments closed.

5. Agenda Item #5 – Consent Calendar:

a) **Approval of February Meetings Minutes** – Chairman Bristow called for a motion. Trustee Kilkenny made motion to approve February Regular meeting minutes, 2nd by Trustee Hague. Trustee Kilkenny noted spelling error. District Manager noted date error.

With no further discussion, motion to approve meeting minutes with corrections carried with all ayes.

b) **Approval of February Submitted claims** – Chairman Bristow called for a motion. Trustee Kilkenny made motion to approve February submitted claims, 2nd by Trustee Hauge. Trustee Kilkenny questioned Crown Vault purchase and Trustee Sandoval questioned Ramos oil purchase and PG&E credit.

With no further discussion, motion carried with all ayes.

- c) **Approval of February Submitted Revenues and Burial Certificates Issued** – Chairman Bristow called for a motion. Trustee Bozarth made motion to approve February submitted Revenue and Burial certificates issued. 2nd by Trustee Hague.

With no further discussion, the motion carried with all ayes.

Closed Session – Gov. Code Sec. 54957.6 called by Chairman Bristow at 9:08 to discuss independent contractor’s services and compensation limits.

Open Session – Gov. Code Sec. 54957.1

- i. **McBride and Associates** – Chairman Bristow called for a motion to approve contract services at the proposed rates up to 10 hours as discussed in closed session. Trustee Kilkenny made motion, Second by Trustee Sandoval.
Discussion: 30-day review and place on April agenda for oversight committee.

With no further discussion, motion carried with all ayes.

- ii. **Ponticello Enterprises** – Chairman Bristow called for a motion to increase budgetary compensation limits as proposed in closed session. No motion made. Chair Bristow called for roll call vote. Trustee Bozarth, Kilkenny, Hague, Sandoval and Bristow all nay.

- d) **Approval of Valley Falls Tree work** – Chairman Bristow called for a motion to approve Valley Falls Tree work. Trustee Sandoval made motion to approve only tree work inside cemetery at a cost of \$5,200. Second by Trustee Bozarth.

With no further discussion, motion carries with all ayes.

6. Information items:

- a) **Managers’ Report:** Manager McDermott reported on number of burials, Endowment fund correction, Financial reporting changes, CalPERS reporting, Road work update, and LAFCo preliminary report.
Grounds Foreman: Grounds Foreman Glide reported on operational items along with management projects. Future outlook and preparation for asphalt. Fuel tank relocation and underground conduit for future electrical needs. Obtained his certification and permit for pesticide application.
- b) **Budget Report:** Manger McDermott gave a brief report on income and expenses noting the County had not closed period 8 (February) at the time the internal general ledger report was pulled.
- c) **Correspondence:** Messages from CalPERS, California State Controller’s office, Visitor at-large, and LAFCo were some of the correspondences shared.
- d) **Investment Committee Report:** No quarterly report at this time.

7. Board Member Comments:

- a) Chairman Bristow shared a conversation with Charley Wallace regarding a mural for the cemetery and that he may contact Manager regarding ideas.

8. Agenda Item #8 Adjournment

- a) With no further business, Chairman Bristow called for a motion to adjourn. Trustee Bozarth made motion, 2nd by Trustee Kilkenny.

Motion carries with all ayes.

Revenues for the month of February 2025:

Name	Purchase	Amount	Receipt#	BRC#
Charles D. Draper for Janice Draper	Burial	\$1,314.76	4534	
Sandra Carrion for Monty & Beatrice Sands	Niche Burial	\$2,253.69	4535	1717
Javier Reyes	Plots	\$3,650.00	4536	1718
Francisco Gonzales	Niche Engraving	\$275.00	4537	
	Total	<u>\$7,493.45</u>		

Acknowledge the sale of Burial Rights Certificate # 1717-1718

Approve the pre-signing of Burial Rights Certificates # N/A

Under penalty of perjury, I swear the Agenda Notice was posted on the Cemetery website, the Winters Post Office and the District office front door by 17:00 Friday March 7th, 2025.

J. G. Bristow
Charley Wallace
Javier Reyes
Francisco Gonzales
Trustee Kilkenny

Eric McDermott, Board Clerk Approval

Eric McDermott

Board of Trustees Date 4-9-2025