

Oroville Cemetery District Board of Trustees

District Office, 5646 Lincoln Boulevard, Oroville, CA 95966

Minutes for Regular Meeting

Monday, April 25, 2022 @ 5:30 p.m.

The agenda was posted on April 22, 2022

A. CALL TO ORDER

Chairman Bruggeman called the meeting to order at 5:31 p.m.

ROLL CALL

Present: Trustees Broderson, Bruggeman, Herr and Wisterman

Absent: No One

Others: Mark Marshall, Brian Edinger, Ryan Brannon (GSRMA Risk Control Advisors), Cheryl Smith/District Manager

B. PUBLIC COMMENT – None

C. CONSENT AGENDA

1. Approval of Minutes for the Regular Meeting on March 28, 2022.

2. Approval of Warrants: Check Nos. 21708 through 21758, in the amount of \$65,894.49.

A motion was made by Trustee Herr and seconded by Trustee Broderson to approve the Consent Agenda as presented.

AYES: Trustees Broderson, Bruggeman, Herr and Wisterman

NOES: No One ABSENT: No One ABSTAINED: No One

D. MANAGER'S REPORT

3. Manager's Report, April 25, 2022

2021-2022 Budget Review (Fund No. 2250)

F-2250	FY-T-D
Revenue	\$705,300.63
Expenditures	679,961.19

Fund Nos. 2251, 2252 & 2255 FYTD

F-2251	F-2252	F-2255
EC – Principal	EC – Interest	Pre-Need
\$1,629,585.72	\$443,592.95	\$1,331,450.60

Stifel Accounts March 2022

Principal	Interest
\$115,528.68	\$189,876.10

District Burials March 2022

Full	Ash	Infants	Disint	Total	Y-T-D	P/N F	P/N A
12	16	0	0	28	188	4	3
51%	49%					49	32

Safety/Training Meeting

Staff will be traveling to South Shasta Cemetery District for a day of various training and seminars.

Board Member Ethics & Harassment Training

Options for training are online.

Calpers Office of Audit Services

Calpers sent a letter regarding the District's Exclusion policy, which has been applied correctly. However, Calpers would like the District to remove the exclusion from the District's retirement contract and follow the membership guidelines for part-time employees outlined in Gov. Code section 20305.

Calpers conducted an audit of our exclusion policy in 2020 and reconfirmed our exclusion policy was being applied correctly.

I would recommend keeping the Exclusion policy as is. This item can be placed on the May 23rd agenda if the board is interested in exploring further.

8. The drainage ditch needs to be cleared out; however, we must first contact the California Department of Fish & Wildlife for approval. Before we can begin the cleanout process an Environmental Permit Information Management System (EPIMS) application needs to be submitted to the California Department of Fish & Wildlife for review.

E. BUSINESS

4. Review of GSRMA insurance rates for 2022-2023 and possible action to approve rates or submit a Notice to Withdrawal for eligibility to withdraw in June of 2022
GSRMA's rate estimates for all coverages total \$31,826.00, an increase of approximately 36.5% over last years' rate of \$23,321.00. This increase also reflects the addition of a new maintenance position and trustees' compensation.

SDRMA was contacted to also provide a quote, however the quote will not be available until June. GSRMA requires confirmation to renew before June 1, 2022.

Recommendation: Renew the District's Membership with GSRMA for 2022-2023.

Mark Marshall, Risk Control Advisor discussed the rates and increase in Worker's Comp, due to additional employees and cost increase in premiums. Total cost, less True-up for 2022-2023 is \$31,826.00

A motion was made by Trustee Wisterman and seconded by Trustee Herr to continue our membership with GSRMA for 2022-2023.

AYES: Trustees Broderson, Bruggeman, Herr and Wisterman

NOES: No One ABSENT: No One ABSTAINED: No One

5:46 pm Golden State Risk Management Advisors left the meeting.

5. Introduce and pass by title only an ordinance entitled "An Ordinance of the Board of Trustees of the Oroville Cemetery District Increasing the pay of Trustees of the Oroville Cemetery District."

Recommendation: Approve the consideration of this Ordinance.

A motion was made by Trustee Herr and seconded by Trustee Broderson to approve the Introduction and consideration as stated above.

AYES: Trustees Broderson, Bruggeman and Herr

NOES: Wisterman ABSENT: No One ABSTAINED: No One

Chairman Bruggeman announced this item is to be placed on the next regular meeting agenda of the Board of Trustees, May 23, 2022.

6. Review and possible action to remove two dead maples trees at the Oroville Cemetery
During the wind storm a couple of weeks ago, a large branch fell from a maple tree in the southwest corner of the cemetery. Staff was able to clean up the debris, however two panels of the wrought iron fence were damaged. There is maple in the northwest corner of the cemetery that is dead, sits close to the road and has the possibility of creating major damage to headstones, copings, and fence.

Several tree companies were called, but we have only received one estimate. These trees were not included in this year's budget of tree trimming and/or removal. Cost estimate from Tree of Life: \$2,800.00

Recommendation: Remove both hazardous maple trees.

A motion was made by Trustee Broderson and seconded by Trustee Wisterman to approve the removal of both damaged trees by Tree of Life, for the amount of \$2,800.00.

AYES: Trustees Broderson, Bruggeman, Herr and Wisterman

NOES: No One ABSENT: No One ABSTAINED: No One

F. Recess to Closed Session 6:20 pm

7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Gov. Code section 54957(b)(1):
Title: District Manger

G. 6:32 pm Reconvene to Open Session - 1. Announcement of any reportable action taken during closed session. Chairman Bruggeman announced no action taken.

F. TRUSTEES QUESTIONS & COMMENTS

The finance committee will meet the beginning of June.

H. ADJOURNMENT – 6:35 p.

The next regular meeting, of the Oroville Cemetery District Board of Trustees will be on, Monday, May 23, 2022, at 5:30 p.m. at the district office located at 5646 Lincoln Boulevard, Oroville, California.

Jim Bruggeman, Chairman

Mark Wisterman, Vice Chairman

Cheryl Smith, Secretary