

Oroville Cemetery District Board of Trustees

District Office, 5646 Lincoln Boulevard, Oroville, CA 95966

Minutes for Special Meeting

Monday, November 21, 2022 @ 5:00 p.m.

The agenda was posted on Friday, November 18, 2022

A. CALL TO ORDER

Vice Chairman Wisterman called the meeting to order at 5:06 p.m.

ROLL CALL

Present: Trustees Broderson, Herr and Wisterman

Absent: Trustee Bruggeman

Others: Cheryl Smith/District Manager

B. PUBLIC COMMENT – None

C. CONSENT AGENDA

1. Approval of Minutes for the Regular Meeting on October 24, 2022.

2. Approval of Warrants: 22055 through 901654 in the amount of \$59,369.93.

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

AYES: Trustees Broderson, Herr and Wisterman

NOES: No One ABSENT: Trustee Bruggeman ABSTAINED: No One

D. MANAGER'S REPORT

3. Manager's Report, Nov 21, 2022

2022-2023 Budget Review (Fund No. 2250)

F-2250	FY-T-D
Revenue	\$164,470.85
Expenditures	\$417,790.11

Fund Nos. 2251, 2252 & 2255 FYTD

F-2251	F-2252	F-2255
EC – Principal	EC – Interest	Pre-Need
\$1,663,877.48	\$474,370.42	\$1,369,579.11

Stifel Accounts Oct 2022

Principal	Interest
\$113,634.18	\$190,658.45

District Burials Oct 2022

Full	Ash	Infants	Disint	Total	Y-T-D	P/N F	P/N A
3	9	0	0	12	71	1	4
35%	65%					11	15

E. BUSINESS

4. Review and possible action to update the District's Drug and Alcohol Policy

Our current policy was updated and approved on November 11, 2019. Due to changes in legalized drug use, the District needs to review and approve an updated policy to protect the District and our employees. If approved the new Drug & Alcohol Policy would take effect immediately.

Recommendation: Approve the District's Drug & Alcohol Policy.

A motion was made by Trustee Herr and seconded by Trustee Broderson to approve the District's Drug and Alcohol Policy effective immediately.

AYES: Trustees Broderson, Herr and Wisterman

NOES: No One ABSENT: Trustee Bruggeman ABSTAINED: No One

F. Closed Session 5:20 PM

Pursuant to Government Code Section 54957(b)(1)

The Board of Directors will meet to review Public Employee Appointment
Title: District Manger

G. 5:35 PM

Reconvene to Open Session - 1. Announcement of any reportable action taken during closed session. Vice Chairman Wisterman announced no reportable action taken.

H. TRUSTEES QUESTIONS & COMMENTS

NONE

I. ADJOURNMENT

The next regular meeting of the Oroville Cemetery District Board of Trustees on December 26, 2022 is canceled. A Special Meeting is scheduled for **Monday, December 19, 2022**, at 5:00 p.m. at the District office located at 5646 Lincoln Boulevard, Oroville, California.

Jim Bruggeman, Chairman

Mark Wisterman, Vice Chairman

Cheryl Smith, Secretary