

Pajaro Valley Public Cemetery District

66 Marin Street
Watsonville, CA 95076
831-722-0310

THE MISSION OF THE PAJARO VALLEY PUBLIC CEMETERY DISTRICT IS TO PROVIDE EFFICIENT COST - EFFECTIVE BURIAL SERVICES FOR THE COMMUNITY, AND PROVIDE MAINTENANCE TO THE CEMETERIES IN A RESPECTABLE, CLEAN AND SAFE MANNER THAT APPROPRIATELY HONORS THE LOVED ONES OF THE FAMILY, FRIENDS AND THE COMMUNITY AT LARGE, PAJARO VALLEY PUBLIC CEMETERY DISTRICT CONSISTS OF THE FOLLOWING CEMETERIES: DAY VALLEY, PIONEER, VALLEY CATHOLIC, VALLEY PUBLIC AND WATSONVILLE CATHOLIC.

Minutes of the April 12, 2022 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on April 12, 2022 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Steven A. George

Vice-Chair: Violet Lucas

Trustees: Edward Banks, Nancy Bilicich and Robert Tanner

Interim District Manager: Elizabeth Lopez

1. Call Meeting to Order: The meeting was called to order by Chairman George at 2:00 p.m.
Roll call: All Trustees were present. Also present: Karen A. O'Neil District Attorney.
2. Review of Agenda: No items being pulled from the agenda or continued to another date.
3. Public comment: No public comment.
4. Closed Session: Conference with Legal Counsel-Potential Initiation of Litigation
Pursuant to Government Code Section 54956.9 (4): (One Potential Case)
Reconvene to Open Session at 2:23 p.m.
No action taken
5. Minutes, Expenses and Financial Report:
 - a) Minutes: Trustee Tanner moved and Trustee Lucas seconded to approve the minutes of March 8, 2022. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee Lucas seconded to approve the warrants/expenses dated March 8, 2022, March 11, 2022, March 18, 2022 and March 28, 2022.
 - c) Ledger/Bank Statement/Financial Report were reviewed.

WARRANTS FOR APPROVAL MARCH 8, 2022

AT&T	91.70
PG&E (Valley Public)	107.22
Sturdy Oil (Fuel)	536.57
Ameritas (February & March 2022)	2139.48

Total Compensation Systems, Inc. (GASP 75 Evaluation)	1350.00
California Tire	100.00
PG&E (Watsonville Catholic)	9.53
PG&E (Pioneer)	12.67
ARMADA (Pest Control for February *2)	120.00
Mid Valley Supply (Supplies)	43.70
Pajaro Valley Lock Shop	271.40
Pajaro Valley Printing (Office supplies)	752.73
City of Watsonville Utilities (Pioneer)	239.23
City of Watsonville Utilities (Watsonville Catholic)	184.73
D & G Sanitation LLC	12.50
County of Santa Cruz DPW (Dump Fees for February 2022)	244.96
Sturdy Oil (Fuel)	284.66
ACE Hardware (Maintenance Supplies)	469.15
Crystal Springs Water Co. (February 2022)	34.50
Green Waste Recovery Inc. (February 2022)	1120.46
Bianchi Alarm Systems	84.00
Central Water District (Day Valley)	40.00
Bill Clark (February 2022)	600.00
Clutch Courier (February 2022)	120.00
Davis Auto Parts	17.90
California Tire	380.00
Allied Universal Security Service (March 2022)	<u>2000.00</u>
	\$11,367.09

WARRANTS FOR APPROVAL MARCH 11, 2022

Home Depot (Maintenance Supplies)	298.72
California Tire (New Tire Utility Trailer)	110.00
Tri County Landscaping Supply (Grounds Supplies)	104.73
Big Creek Lumber (Maintenance Supplies)	<u>21.14</u>
	\$534.59

WARRANTS FOR APPROVAL MARCH 18, 2022

Tri County Landscaping Supply (Grounds Supplies)	251.25
PG&E (66 Marin St)	275.42
Staples (Office Supplies)	714.68
ARMADA (Pest Control for March * 1)	120.00
Steve George (CAPC Conference Seaside)	<u>940.88</u>
	\$2,302.23

WARRANTS FOR APPROVAL MARCH 28, 2022

Kirk & Simas	2662.50
AT&T	92.79
Elizabeth Lopez - A Tool Shed (Excavator Rental)	357.28
Sturdy Oil Company (Fuel)	851.48
PG&E (Valley Public)	167.99
PG&E (Watsonville Catholic)	9.86
PG&E (Pioneer)	11.18
Armada (Pest Control March *2)	<u>120.00</u>
	\$4,273.08

6. Administrative Action (Pending Business):

- a) Golden State Risk Management Coverage Information: Trustee Banks gave an overview of the GSRM coverage. He suggested looking at other options for comparison.

7. New Business:

- a) Discussion and Approval of Severance: Karen A. O'Neil went over Miller's monetary agreement. Trustee Tanner moved and Trustee Banks seconded to accept Miller's monetary agreement. All trustees voted aye. Motion unanimously approved.
- b) California Special Districts Association Membership: Trustee George gave an overview and benefits of the CSDA membership.
- c) Solar Lights Proposals for Valley Public: Trustee Banks moved and Trustee Tanner seconded to accept the proposal from Darrel Varni Electric, Inc. All trustees voted aye. Motion unanimously approved.
- d) Extending Interim District Manager Position: Trustee Tanner moved and Trustee George seconded to extend Interim District Manager Position until June 30th, 2022. Motion unanimously approved.

8. Interim District Manager Report:

- a) K&D Landscaping: Started Pioneer Cemetery project on March 21st, 2022. Project is expected to be completed soon.
- b) Update of Monthly Activities: The crew did the maintenance/clean up at Watsonville Catholic. The Graffiti and Mausoleum got painted and trees got trim. The Chinese Community had their Memorial Day celebration at the Pioneer Cemetery. The crew cleaned the area for the event. Flagpole at Valley Public got painted and a new flag/light got installed.

c) Verde Enterprises, Inc.: Several graves that were fixed by Verde Enterprises, Inc. need to be re-done. Graves are not tampered and need to be filled with rock/gravel. Trustees suggested contacting Verde Enterprises, Inc. to inspect the graves.

9. Trustee Comments, Questions or Suggestions: Trustee Tanner moved and Trustee Banks seconded to approve the appeals of two employees write up letters to be removed from their personal file.

10. Topics for next meeting May 10, 2022: Advertising monthly board meetings in the newspaper.

11. Trustee George moved and Trustee Lucas seconded to adjourn the meeting at 4:00 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 6/14/2022

Printed Name
Of Signer:

STEVE GEORGE