

MEETING NOTICE

REGULAR MEETING-CORNING CEMETERY DISTRICT BOARD OF TRUSTEES THURSDAY, August 18th, 2022 (6PM) AT THE DISTRICT OFFICE 4470 Oren Ave., Corning, Ca. 96021

Chairman, Dean Cofer; Vice-Chair, John Richards; Trustee, Delores May; Trustee, Sandy Sehorn, Trustee, Bob Hall; and Wendy Pauling, General Manager/Clerk of the Board.

This agenda has been posted at least 72 hours prior to the regular meeting of the Board of Corning Cemetery District in accordance with the Ralph M. Brown Act. The public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Trustees and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared a by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and that need for action came to the attention of the District after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the Agency Office.

- 1. Call to Order at 6 PM followed by the pledge of allegiance to our country.**
- 2. Roll Call for the Board**
- 3. Introduction of visitors and guests.**
- 4. Public comment on any agenda item -Open or Closed**

The Governing Board of Corning Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, the length and number of public comments and presentations.

Documents utilized by the Board at this meeting are available for review at the agency's main office located at the above reference address. Office hours are 8 a.m.- 4 p.m.

5. Consent Calendar

- A. Approval of Minutes Board Meeting: July 21, 2022
- B. Approval of Vendor Payables: July 2022
- C. Approval of Credit Card Purchases: July 2022
- D. Approval of Payroll: July 2022
- E. Approval of Banner Bank withdrawal for deposit to County: July 2022
- F. Customer Correspondence
- G. Affix signatures to Certificates of Burial Rights

6. Information Items

- A. Manager Report
 - a. Report and discuss customer request to install personal surveillance cameras on grounds.
 - b. Report and discuss repairs to backhoe.
 - c. Report and discuss repairs to Ford F-250.
 - d. Report and discuss location of district property lines.
 - e. Report and discuss pros/cons of concrete crypts versus plastic crypts.
 - f. Report and discuss employee performance.
 - g. Discuss purchase of mini excavator.
 - h. Report and discuss rental of mini excavator.
 - i. Discuss updated meeting notice/agenda format.
- B. Board Chair and/or Board Members' Activity Reports

7. Items for Board Discussion and/or Possible Action

- A. Consider approval of proposed 2022/2023 fiscal year budget.
- B. Consider consent to letter of engagement 2021/2022 audit: Mathews, Hutton & Warren.
- C. Consider reinstating sales of double depth lots and policy for # of interments permitted per double depth lot.
- D. Consider purchase of concrete stamp set.
- E. Consider purchase of 10 x 20 instant canopy.
- F. Consider revisions to vacation policy section 9.4 (2) of Employee Handbook.
- G. Consider and possibly approve estimate for mini excavator for submittal with Carl Moyer Grant application.
- H. Consider approval of repairs to Kawasaki Mule that exceeded manager limit.

8. Board Members' General Announcements and Comments

This Agenda Posted: 8.15.2022

Wendy Pauling
Clerk of the Board

Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the Board Clerk, specifying your disability, the format in which you would like to receive this Agenda and any other accommodation required no later than 24 hours prior to the start of the meeting.

Note: District Trustees shall hold regularly scheduled meetings on the 3rd Thursday of each month at the cemetery office starting at 6 PM. Occasionally (due to holidays or other reasons) meeting may be changed by majority vote of the Board and with advance notice given at the preceding meeting.