GREENFEILD CEMETERY DISTRICT
REGULAR MEETING
MONDAY MAY 19TH, 2025
5:30 PM @ GREENFIELD LIBRARY 315 ELM AVENUE
MEETING MOVED TO THE LIONS HALL DUE TO THE LIBRARY BEING CLOSED.
GREENFIELD, CA 93927

CALL TO ORDER: **TIME:** 5:30 PM **Adjourned**: 6:28 PM

ROLL CALL: David Kong (Chair), Beatriz Diaz (Clerk), Raul Rodriguez, Clara Valdivia, James Thorp

PUBLIC COMMENTS: Members of the public will be afforded the opportunity of a **3-minute** public comment ***for items not on the agenda***, and may do so when the board opens public comments. "The board will normally not respond to public comments." *If an item is already on the agenda and you want to make a public comment, please save your comment and make it when the public comment for the item is presented.*

1. **Public comments:**
   - ✓ Beatriz Diaz – Good Evening, thank you for coming. There's been some concerns at the cemetery. The two employees are working hard to address the concerns and perform the maintenance. She's visited the cemetery and she can attest to their energy and work. Please be patient with the district and the employee's. The work alternative program has just come back.

2. **Approval of Minutes for May 19th 2025**

Motion by: Board Trustee Jim Thorp made a motion to approve the minutes. Second by: Board Clerk Beatriz Diaz seconded the motion. The motion was unanimously carried.

3. **GREENFIELD CEMETERY DISTRICT PROJECTS AND UPDATES:**
   - **A.** The oral report will be presented by Janet Thorp and Anival Mireles will make additional comments.
     - ✓ The total on the website is: 2,171 visits.
     - ✓ The inventory mapping project is going well. The old section of the cemetery with notes and findings are all completed in a binder, and more recently she's been working on M, P, Q.
     - ✓ Cemsites contacted Janet for reference purposes for their software, and so she'll be a reference for the programming for cemetery mapping.
     - ✓ There was an inquiry about the database because individuals have been seeing Janet around the cemetery quite a bit, and were wondering what the project consisted of.
     - ✓ On May 1st, 2025 Anival, Daniel, David, and Janet went and took the work alternative training for the program to come back to the cemetery. Due to work scheduling conflicts the program has yet to come to the cemetery.
     - ✓ Board Clerk Beatriz Diaz and Janet have been working on court appointed community service hours. There was an issue with liability and the courts not having coverage and not being able to provide a contract. Been working to try and get us off the list for the time being.
     - ✓ New canopy was purchased for the cemetery district.

- ✓ On May 17th, 2025 Board Clerk Beatriz Diaz, Board Trustee Raul Rodirguesz, Anival Mireles, Raul Sanchez and Janet met with the Gasca family and they inquired about upright headstones in the old section. Upright headstones are a case by case basis and so Janet prompted to see if that would be an option.
- ✓ A woman came up to Anival when doing cemetery mapping – Eddington sold her a vase and we sold her a vase, but the communication from the mortuary was not there, so it was originally laid with only one vase. The family would like two vases. Anival asked if he had to charge again.
- ✓ Anival Mireles pitched Pizza & Pick up to the board to have a community day to get ahead and advance at the cemeteries. He volunteered to pay for the event himself. The reason it's pitched is Memorial Day weekend to make it look better. The board said give it a try. Anival stated he'd been talking to some of the people and he stated they're only two people and they're understanding and they're willing to come and help. The board inquired about an age limit – eighteen and up is required. Janet inquired about the board contributing. David suggested creating a waiver to release liability. The board inquired about calling the insurance agency to check. The board suggested doing two different times for two different cemeteries: 9-12 and 1-4.
- ✓ Anival also asked for more hoes for down at the cemetery. Board Trustee James Thorp stated that he needs to purchase whatever he needs to do a good job. He stated there's a lot of things that were lacking.
- ✓ Anival reported the following when it comes to burial and headstones:
  - 3 Single Full Body Burials
  - 1 Double Burial
  - 1 Ashes Burial
  - 5 Headstones Rested
- ✓ Janet thanked Anival and Daniel for the team work.
- ✓ Anival added that the water pressure is low when it comes to the system. He's been trying to get the dry spots back to green. Board Trustee Jim Thorp stated that he could probably run only so much water at a time. He's dealing with a substandard irrigation system. He told him not to be afraid to run water at night.

B. The board will comment and or ask any questions on report.
- ✓ The board would need more information in this instance before approving the headstone aka dimensions/size. It was a verbal policy.
- ✓ Discussion on the vases was if the marker would need to be recharged. The board decided to not have the family be charged again. This is the first time this has happened and communication needs to be better with Eddington.
- ✓ **Board Trustee Jim Thorp made a motion that they family not be charged again, and that Eddington needs to be called so there's no issues like this in the future. David Kong seconded the motion, and the motion was unanimously carried. Clara Validivia volunteered to call Eddington.**

C. The board will turn the floor over to any public comment(s); one comment/response per individual.

D. The board will finalize their comments and questions.

4. <u>GREENFIELD CEMETERY DISTRICT BUSINESS ITEMS:</u>
- United Way is going to present information on their employment program and what opportunities they could provide to the district.

A. A member from United Way will give the presentation.

- Anival asked about whether or not insurance for them. No one from United Way was in attendance. Moving the meeting there could be confusion. It was tabled.

B. The board will comment or ask any question on presentation.
- ✓ Jim stated they send qualified individuals.
- ✓ Bea stated there is liability under medical.

C. The board will turn the floor over to any public comment(s); one comment/response per individual.

D. The board will finalize their comments and question and if a motion is made to be adopted it will be recorded as stated in the May 19th, 2025 minutes.

Motion Adopted: Yes or No
Motion by: _____ **Seconded by**: _____
AIF: _____, **Any Objections**: _____, **Any Abstentions:** _____

- The Greenfield Cemetery is in need of a new irrigation system. The board will further discuss the possibility of someone coming to the cemetery to design or map a new system; potential quotes.

A. The item will be presented by James Thorp.
- ✓ Board Trustee stated there is a depilated irrigation system at the cemetery. He attempted to get two different teams, but hasn't been able to meet with anyone. There's no doubt that it needs to be updated. He's still working on it and nothing to report.

B. The board will comment or ask any question on presentation.

C. The board will turn the floor over to any public comment(s); one comment/response per individual.

D. The board will finalize their comments and question and if a motion is made to be adopted it will be recorded as stated in the May 19th, 2025 minutes.

Motion Adopted: Yes or No
Motion by: _____ **Seconded by**: _____
AIF: _____, **Any Objections**: _____, **Any Abstentions:** _____

- The Statement sheet for the Greenfield Cemetery District needs to further acknowledge our payment period time frame and status; prospective policy of at minimum 72 hours before the respective service.

A. The presentation will be given by Janet Thorp.
- ✓ There was an issue where a payment wasn't made 48 hours ahead of time and it wasn't made. Spoke to Brian Hughes to generate a waiver, to acknowledge payment needs to be made ahead of time.
- ✓ Anival came in on his day off to get the payment. The individual ended up calling and canceling.
- ✓ This needs to be a policy as well as a waiver.

B. The board will comment or ask any question on presentation.
- ✓ Board Trustee Raul was wondering if that was enough time and suggested that it be longer due to needing to make sure the priest and everything is in line. The plans are made as if they're going to pay.
- ✓ Board Clerk stated that Phill is the one that does communication with the Priest.
- ✓ Board Chair David Kong stated that five days seems more reasonable and gives the staff a little more time to prep and be organized.
- ✓ Board Trustee Jim Thorp inquired about average time.

C. The board will turn the floor over to any public comment(s); one comment/response per individual.

- ✓ An individual inquired about the stone and laying of the marker; could they lay it themselves. The board stated the policy was that only staff would be permitted to lay the stone. Their stone was smaller 10 by 20. Anival was informing them on the process and they need to contact him. They would like to do a design on the cement. They ordered it out of state. Their mother passed away in 2021.
- ✓ Board Trustee Raul Rodriguez inquired about their request due to wanting design. He informed them they'd still need to set it even if they'd do the design. This is the first time the board's got a request of this nature. The board would have to consider it if this requests persist in the future.
- ✓ Board Trustee Raul stated that they'd need to keep in mind there would be no discount, even if they create the design. They thanked the board and the board thanked them.

D. The board will finalize their comments and question and if a motion is made to be adopted it will be recorded as stated in the May 19th, 2025 minutes.

Motion Adopted: Yes

Motion by: Board Trustee James Thorp made a motion that the Greenfield Cemetery District and staff collect the money for the internment five days prior to the respective services. **Seconded by**: Board Trustee Clara Validiva seconded the motion. The motion was unanimously carried.

- The board will discuss the Spring Project – planting of the lawn on the side of block I & P; a good work alternative program project.

A. The presentation will be made by David Kong & Janet Thorp.

- ✓ Upon my agenda meeting I reminded David that Anival and him were meant to work on this project together. He thought it'd be a good idea for the work alternative program to attempt to complete this project.
- ✓ I spoke to a board member Jim about the project and he suggested instead of seed laying down lawn and he was going to contact Chris Voelker.

B. The board will make any comments or questions.

- ✓ Board Trustee stated that he thought due to him storing equipment on cemetery property he might donate a roll or two.
- ✓ Board Chair David Kong spoke about tapers as a border.

C. The board will turn the floor over to any public comment(s); one comment/response per individual.

- ✓ No public comment was made.

D. The board will finalize their comments and questions.

- ✓ No further comment was made.

Motion Adopted: No

- The Public Cemetery Alliance is holding their annual conference in Corning, California on June 12 & 13th, 2025; the district is members and are invited to attend.

A. The presentation will be made by David Kong.

- ✓ David reported it's going to be at the Rolling Hills Casino & Resort. There will be workshops, attorneys, and there will be presentations on the Brown Act, the Public Records Act, and there's a workshop on dealing with difficult people. Also cemetery manager 101. David is asking for two nights at a hotel and money for gas: $141, $75.00, and $60.00 – asking for $266.00 for the whole trip.
- ✓ Board Clara Validivia stated she'd go with him.

B. The board will make any comments or questions.

C. The board will turn the floor over to any public comment(s); one comment/response per individual.

D. The board will finalize their comments and questions.
Motion Adopted: Yes.

Motion by: Board Trustee Raul Rodriguez made a motion to approve the trip for two board members. **Seconded by**: Board Trustee Jim Thorp seconded the motion for two board members to go in two separate rooms. The motion was unanimously carried.

5. **PLEASE REFER TO CURRENT EXPENSE SHEET IS ATTACHED TO THE AGENDA.**

A. The board will make any comments or questions.
- ✓ Beatriz Diaz questioned about the bill for Napa Auto Parts – Jim stated it was oil.
- ✓ Jim suggested getting a 55 gallon drum.

B. The board will turn the floor over to any public comment(s); one comment/response per individual.

C. The final recognition of the expenses will be acknowledged and the item will be closed.

6. **FINAL BOARD COMMENTS:**

- Each member of the board will take 1 minute to add in any final comments or agenda items for the June meeting.
  - ✓ The balance sheet was obtained for the profit and loss if anyone wanted to review it.

A. The board will make their final comments.
B. The final comments section will be closed and the meeting will be adjourned.

7. **CLOSED SESSION:**

- PUBLIC EMPLOYEE APPOINTMENT (Gov. Code section 54957(b)(1).) Title: Management.
  - ✓ The board discussed applicants and interviews.

- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation (Gov. Code section 54956.9(d)(2).): (1)
  - ✓ The board discussed the meeting on May 17th, 2025 with the Cemetery District.

8. THE BOARD WILL OPEN THE MEETING BACK UP AND REPORT WHAT HAPPENED IN CLOSED SESSION.

- ✓ The board opened the meeting back up and reported what happened in closed session. The meeting was adjourned.