

GREENFEILD CEMETERY DISTRICT
REGULAR MEETING
MONDAY JUNE 16TH, 2025
5:30 PM @ 618 APPLE AVE (LIONS HALL)
GREENFIELD, CA 93927

CALL TO ORDER: 5:30 PM TIME ADJOURNED: 7:56 PM

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

- ✓ Board Clerk Beatriz Diaz called, and each board member responded with “here,” as all board members were in attendance.

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:

- ✓ No public comments were made.

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

Motion by: Board clerk Beatriz Diaz made a motion to approve the minutes. Second by: Board Trustee James Thorp seconded the motion.

Motion: The motion was carried unanimously when prompted.

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 website views for the month as of the afternoon of June 16th were: **1,999 clicks.**
- ✓ In own mapping system per last meeting the inventory mapping system M, L, and Q were finished.
- ✓ Been working on the cemetery digital mapping system/program again and have been correcting, corresponding data with the inventory map, and merging plots. Scanning receipts dating back to the 1930’s and labeling them accordingly.
- ✓ Updated mortuaries with the new policy of informing and purchasing five days ahead of time. Informed Brian Hughes as well who was working on an information sheet.
- ✓ Brian and Janet have been working on several waivers together including but not limited to pizza & pick up event. The event was hosted on May 23rd, 2025.
- ✓ A waiver was drawn up for general community service hours particularly for court appointed community service hours. The lack of liability was an issue. Prompted the board on whether or they’d be willing to accept court appointed community service hours based on the waiver. The board stated they needed to sign a waiver.
- ✓ Thanked Anival and Daniel for good team work.

- ✓ Anival reported that there was one ash burial, two headstones laid, and no full bodies since last month.
- ✓ The pizza & pick up event went well, but not a lot of people attended. He stated though that it looked good for Memorial Day. The board acknowledged it was short notice, but it was good to have. Bea acknowledged there was a lot of hard work that went on and thanked everyone that participated.

- ✓ Anival informed the board there was in block B a headstone fell over. The endowment fee was brought up. He also noticed some upright headstones were loose and wasn't sure if the weather. Board member James Thorp suggested potentially looking for adhesive.

B. The board will comment and or ask any questions on report.

- ✓ No further questions or comments were made on this report.

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

- ✓ No public comment was made on this report.

D. The board will finalize their comments and questions.

- ✓ No further questions or comments were made on this report.

4. **GREENFIELD CEMETERY DISTRICT BUSINESS ITEMS:**

- United Way presentation on the CalWorks Program and what it can offer the District.

A. The item will be presented by Deisy Castro.

- ✓ Deisy Castro introduced herself and let the board know that the program has collaborated with the cemetery before. She's been with the program for 11 years, and they collaborate with social services (all adults). For the most part they're single parents and required to participate. Hours vary. The amount of time one has to participate goes up to about three months depending on employee status, benefits, and whether they go back to school. Her main duty is to find them a space to do community service. They're expected to treat it like employment and participate. Usually when they find them a placement she'll send them with a form with the basic information, how many hours, schedule, start date, position, participants signature, and so on. Attendance can vary. They are required to do a time sheet with the total hours and it must be approved by the supervisor. Anyone with 20 hours or more are given a progress report.

- ✓ Board clerk Trustee inquired about attendance and how many hours an individual works.

- ✓ Deisy clarified that it depends on scheduling. She's always open when it comes to attendance conflicts and participant conflicts.

- ✓ Board Trustee Raul Rodriguez asked for clarification on why these individuals are participating and doing community hours.

- ✓ Deisy stated it was due to their welfare status and they're required to give back to the community.

- ✓ She also stated there is another program where one can extend hours. ESE is a program where an individual can be hired on full time – temporarily (3 – 6 months). The program pays them directly at no cost to the district.

- ✓ Insurance is covered under social services as long as the incident report is made.

- ✓ The way it works: referrals come in and she meets with the individual to see where they could be placed.

- ✓ One thing that motivate individuals would be the ESE program, if they're doing good in the program and with their work. It'll have to be at least 20-25 hours a week.

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

- ✓ No public comments were made on this report.

- C. The board will finalize their comments and questions and if a motion needs to be adopted the motion and vote will be reflected in the June 16th, 2025 minutes as stated.

- ✓ No further comments were made on this report.

Motion Adopted: Yes

Motion by: Board Clerk Beatriz Diaz made a motion to utilize the United Way Program at the Greenfield Cemeteries. **Seconded by:** Board Trustee Raul Rodriguez seconded the motion.

Motion: The motion as stated was unanimously carried by the board upon being prompted for the vote.

- On May 23rd, 2025 the Greenfield Cemetery was visited by the Monterey County Workforce and Development Board in hopes the District will consider their program to be reinstated with the Cemetery District.

- A. The item will be presented by Janet Thorp.

- ✓ On May 23rd, 2025 two representatives (Korey & Rosa) from the Monterey County Workforce Development Board came to the cemetery in hopes to reinstate the program with the Greenfield Cemetery District. They have two programs that work with centralized local probation services that work with individuals attempting to get back into the work force; the silver star youth employment program and the kick start employment program. They have their own workmen's comp insurance and supervisors come weekly to collect the time cards and distribute the paychecks. Employed directly by Monterey County Workforce at no cost to the district. If interested we have to fill out paperwork for both locations/work site. All individuals would need to be supervised at all times.

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

- ✓ Board Trustee suggested how the board works with United Way first before committing to more programs before entering a collaboration with another program and come back to the Workforce program. The whole board seemed to agree to revisit this at a later time.

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

- ✓ No public comment was made on this item.

- 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 June 16th, 2025 minutes.

- ✓ No further comments were made on this item.

Motion Adopted: No

- The board will discuss Greenfield Cemetery District equipment and potential purchases.

- A. The item will be presented by James Thorp.

- ✓ Board Trustee reached out to a representative from Coastal Tractor and had spoken to a couple individuals at triple 7 auctions. Stated that there was no equipment. The engines at triple 7 auctions have Honda engines that's why they're so inexpensive. Steve the rep he's spoken to with Coastal Tractor presented an estimate for a five years with no interest deal on an excavator without any down payment. If the board decides to go forward with something

like that the payment would be around \$940.00 a month. It'd be brand new and come with a warranty. If there was money put down on it – the payment would go down. The equipment that the board has now is not going to last much longer. It's something for the board to think about/consider. It's on tracks, diesel, little blade in front of it, it rotates. The list price is \$80,000.00 but they dropped it to around \$56,000.00 due to being a county district.

- ✓ Anival states that he only puts maybe 1 to 1.5 hours per burial on the tractor.
- ✓ Board trustee Raul Rodriguez when prompted stated it cost him over \$400.00 a night previously to rent an excavator.

B. The board will comment or ask any question the item.

- ✓ Board Trustee Raul Rodriguez asked Jim what his thoughts would be on fixing up one of the tractors in addition.
- ✓ Jim that would be the plan. Get something that the cemetery management and employees could use so that everything could be repaired on the current responded backhoe and suggest one even be kept at each cemetery when working. He thinks the idea is to fix the one they got and there hasn't been a lot of maintenance. The oil leaks are the big issue.
- ✓ The board is glad he brought it because it gives them a price point to start.
- ✓ Paso Robles is another option, but the equipment has gas engines.
- ✓ The board is going to come to it next month.
- ✓ Jim suggested that the Greenfield Public Rec District could potentially purchase half of the backhoe due to using it more than the Cemetery District.

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

- ✓ No public comment was made on this item.

D. The board will finalize their comments and questions and if a motion needs to be adopted the motion and vote will be reflected in the June 16th, 2025 minutes as stated.

- ✓ No comments were made on this item.

Motion Adopted: No

- The board will discuss ash vaults that were ordered to the Greenfield Cemetery and perspective pricing.

A. The item will be presented by Anival Mireles and Janet Thorp.

- ✓ Janet started by stating that vaults were ordered by Raul, and there was no price for liners (which was stated) as vault. There's no price on the box liner and so Anival and Janet found there was no price on the statement sheet. They cost \$13.50 apiece. The urn is to go into the liner and the suggestion was \$30.00 or \$40.00 dollars. Being that there are two sizes the big one was suggested at \$40.00 and the smaller one at \$30.00. Anival explained the sizing and that he hadn't been informed he needed to use them pre-ordering.

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

- ✓ The board clarified through question that it was a liner and not a vault.

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

- ✓ No public comment was made on this item.

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 June 16th, 2025 minutes.

Motion Adopted: Yes

Motion by: Board Clerk Beatriz Diaz made a motion to adopt the pricing of \$30.00 for small ash liners and \$40.00 for the larger ash liners.

Seconded by: Board Trustee James Thorp seconded the motion.

Motion: The motion was unanimously carried by all board members stating “I” when prompted.

- The Public Cemetery Alliance held their annual conference on June 12th & 13th; several members from the board were approved to attend.
- A. The presentation will be given by David Kong and Clara Valdivia; if applicable.
 - ✓ David briefly spoke about the most important thing he learned at the conference was an at-will employee happens to be and the difference between that and contract. This would be in the employee contract. At will there is no evaluations and performances done on them.
- B. The board will comment or ask any question on presentation.
 - ✓ Board Trustee Clara Valdivia asked for clarification on whether someone that could be let go at any time.
 - ✓ Board Raul Rodriguez stated that it was interesting and that the board needs to decide if the employees are at will or contract.
- C. The board will turn the floor over to any public comment(s); one comment/response per individual.
 - ✓ No public comment was made on this item.
- 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 June 16th 2025 minutes.
 - ✓ No public comment was made on this item.

Motion Adopted: No

- The Pacific Cemetery Alliance Annual Conference in Grass Valley, CA July 31st-August 1st, 2025. David Kong is requesting to go/attend.
- A. The presentation will be presented by David Kong.
 - ✓ David is requesting to go to the trip and submitted a sheet with a total to go to the conference. In total he was asking for \$337.45.
- B. The board will comment or ask any question on presentation.
 - ✓ No questions or comments were made.
- C. The board will turn the floor over to any public comment(s); one comment/response per individual.
 - ✓ No public comment was made on this item.
- 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 June 16th 2025 minutes.
 - ✓ David Kong stated there was a scholarship available, so he'll try to apply for the scholarship.

Motion Adopted: Yes

Motion by: Board Trustee James Thorp made a motion to pay for the requested expenses from board chair David Kong to attend this convention. **Seconded by:** Board Trustee Beatriz Diaz seconded the motion.

Motion: The motion was unanimously carried when prompted for vote with all members stating “I”.

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

- A. The board will make any comments or questions.
 - ✓ Board Trustee James Thorp wanted to look at the profit and loss sheet overall for the last year. Stated there was \$20,000 more in profits than last year. Outside services are \$4,500.00 more than last year. Stated that there is a profit of \$800.00. Stated that the budget was pretty close.
 - ✓ Board Trustee Raul Rodriguez inquired about concern and the board agreed there was no real concern on where we're out now than where we were out last year.
- B. The board will turn the floor over to any public comment(s); one comment/response per individual.
 - ✓ Labor was brought up as it was more than last year but there was a severance package paid out as Manuel Mireles retired this year.
- 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 July meeting.
 - A. The board will make their final comments.
 - ✓ David Kong invited the board members to go with him to Grass Valley.
 - 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, and Salary.
- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation (Gov. Code section 54956.9(d)(2).): (1)

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

- ✓ The board opened the meeting back up and James Thorp upon candidate and employee discussion voted to hire on Johnny Mata at the Greenfield Cemetery as Cemetery Manager at \$28.00 an hour. Clara Validiva seconded the motion. The motion was carried unanimously with all board members stating "I" when prompted.
- ✓ At this time there was nothing to report in terms of the discussion of legal counsel and potential litigation.