

**SOLANO CEMETERY DISTRICT
BOARD OF TRUSTEES MEETING**

August 12, 2019

1. **CALL TO ORDER** –Chairman Kilmer called the meeting to order at 9:11 a.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Kilmer led the flag salute.
3. **ROLL CALL** – Chairman Kilmer, Vice Chairman Robinson, Boardmembers Ellsworth, Engell. Boardmember Little excused. STAFF PRESENT: General Manager Goodrich, Maintenance Supervisor Dooley
4. **PUBLIC COMMENT** – None
5. **APPROVAL OF CONSENT CALENDAR:** A. Approval of July 9, 2019 Regular Meeting Minutes B. Approval of July 2019 Revenue and Expense Report - A motion was made by Boardmember Ellsworth, seconded by Boardmember Engell approving the Consent Calendar as received. The motion passed unanimously. Boardmember Little absent/excused.
6. **UNFINISHED BUSINESS**
 - A. Future Projects and Development - 1. New Administration Building - General Manager Goodrich reported that Jim Campi, Engineer, is still working on the revision to the Sanitation Plan to make sure the documentation is in order.
7. **NEW BUSINESS**
 - A. Personnel and Salary Resolution Revision – Section 10. (A) & (B) Retirement Compensation Benefits – General Manager Goodrich explained that the policy was established by the Board of Trustees when there were three employees working for the former Rockville Cemetery District in 1999 and eight years prior to the consolidation. The district has since grown from three to sixteen employees (including Trustees). The projected revenue and estimated property tax will not provide sufficient funds to pay for future medical/dental and vision retirement benefits. After some discussion, it was agreed the matter would be tabled so that General Manager Goodrich can consult with Legal Counsel.
 - B. Approval of Resolution No. 19-0001 – Approving the Memorandum of Understanding with Special District Risk Management Authority and Participation in the Health Benefits Program – A motion was made by Boardmember Ellsworth, seconded by Boardmember Engell approving Resolution No. 19-0001 approving the form of and authorizing the execution of a Memorandum of Understanding and authorizing participation in the Special District Risk Management Authority’s Health Benefits Program. The Resolution was adopted unanimously by the following vote: Ayes: Chairman Kilmer, Vice Chairman Robinson, Boardmembers Ellsworth and Engell. Boardmember Little absent/excused.

8. COMMITTEE REPORTS

- A. Finance Committee – No report.
- B. Building and Projects Committee – No report.

9. STAFF REPORTS

Maintenance Supervisor Dooley reported they have a proposal to stock pile dirt which includes leveling and grading, adding fill and compacting in order to extend Section F at Rockville Cemetery. If this is not done by October, it will have to be postponed until spring due to rain.

Chairman Kilmer requested that the dirt pile be removed. Maintenance Supervisor Dooley stated that the dirt pile has not gotten any bigger.

General Manager Goodrich reported that the new financial software is almost on line. Currently staff are running the new system and the old system to ensure that the new system totals are aligning perfectly. Staff training will begin when Pontem integrates the new software on the office computers. Jimmy Pinocchio from Cemetery 360 will create new maps that will be used for the Kiosk program. Doris also reported that she will not be able to attend the conference in October.

10. TRUSTEE REPORT – No reports.

11. ADJOURNMENT

The meeting adjourned at 9:41 a.m. The next meeting will be September 9, 2019 at Rockville Cemetery.

Respectfully submitted.

Mary Ellsworth, Secretary