

# AUBURN PUBLIC CEMETERY DISTRICT

1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604

(530) 885-5922 • FAX (530) 885-5938

## MINUTES OF THE REGULAR BOARD MEETING

October 10th, 2023

### I. ROLL CALL

Board Members Present: Terry Cooney, Michael Otten, Earl Wilson, Melinda Herzog-Landrith, and Marilyn Schneider The meeting was held at the New Auburn Cemetery - 1040 Collins Drive, Auburn, CA. and commenced at 9:01 a.m.

**II. PUBLIC COMMENT** - Any person may address (5 minutes maximum) the Board of Trustees on any matter. However, the Board cannot discuss, or take any action on any item that is not on the agenda.

**No public comment.**

### III. CONSENT CALENDAR

1. Approval of September 12, 2023, Regular Board Meeting Minutes and September 28, 2023, Special Board Meeting.
2. August 15, 2022- September 14, 2023, Check Register.

**MOTION to approve Consent Calendar with removal of Special Board Meeting Minutes for September 29, 2023 for corrections.**

**Cooney/Herzog-Landrith, motion approved.**

### IV. FINANCIAL ITEMS

1. Current Financial Report

The District's investment rate was 3.02% YTD May 2019. September burial income was 19% over budgeted figures.

### V. MANAGER'S REPORT

### VI. TRUSTEES' QUESTIONS & COMMENTS

Trustee Cooney shared green burial discussion and agenda suggestions from CAPC Sacramento conference.

Trustee Otten noted 700 people attended the Museum's Old Cemetery tour.

### VII. GOVERNANCE

1. CAPC 66th Annual Conference 2024  
March 14th-16th, 2024

### VIII. POLICY REVIEW

1. **Personnel Policy – Information/Action**

The Trustees reviewed the District's Personnel Policy pages 1-5.

**MOTION to adopt pages 1-5 of the District's Personnel Policy**

**Otten/Herzog-Landrith, motion approved.**

### VIII. UNFINISHED BUSINESS

1. **Partnership with the Auburn State Theatre - Information/Action**

Discussion of food truck at screening a movie, Disney's Coco, at the New Auburn Cemetery for Dia De Los Muertos

**Motion to deny the placement of Food Truck at event may reconsider in the future.**

**Herzog-Landrith/Schneider, motion approved; Trustee Otten: Abstained**

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## 2. Crown Castle Lease Negotiations -Information/Action

Discussion of past communications relating to AT&T tower on District property

**Trustees requested a copy of agreement and tabled until November meeting.**

## IX. NEW BUSINESS

### 1. Placer Mosquito & Vector Control District – Information

Reviewed the Cemetery Vases Fact Sheet

### 2. ABT Plumbing Electric Heat & Air – Information/Action

Discussion of estimate for replacing florescent lights in office and maintenance shop office, break room and bathroom.

**Staff directed to look into estimates for fixing lights in the back room and upstairs in the office.**

### 3. Wreaths Across America – Information

Presentation by Marilyn Schneider for the Wreaths Across America event on December 16, 2023. Placer County will be helping with the sound system.

### 4. District Manager – Information/Action

Discussion of Interim District Manager

**Motion to hire Kell Ehrman as Interim District Manager at rate equal to previous manager. Hours to be determined.**

**Agreement to be prepared.**

**Otten/Schneider, motion approved.**

### 5. Budget Tree Service – Information/Action

Discussion of estimate for tree removal.

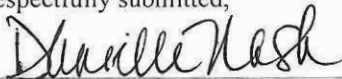
**Motion to accept bid as emergency removal.**

**Cooney/Herzog-Landrith, motion approved.**

## X. ADJOURNMENT

The meeting was adjourned at 11:00 am

Respectfully submitted,



Danielle Nash

Secretary/Bookkeeper