

Minutes

Roseville Public Cemetery District
Board of Trustees
Regular Meeting
Thursday, March 14, 2024
5:00 p.m.
District Office

The regular meeting of the Roseville Public Cemetery District Board of Trustees was held at the District Office, located at 421 Berry Street, Roseville, California, 95678.

A. **CALL TO ORDER:**

Chairman Howe called the meeting to order at 5:00 p.m.

B. **ROLL CALL:**

Members present: Fratis, Howe, Alameida, Martinez and Parola.

Also present: District Manager Forrey, Administrative Assistant Sturges and Maintenance Supervisor Conrad.

Absent: Assistant District Manager Riley

Guests: Stuart Bassett

C. **PUBLIC COMMENTS**

D. **APPROVAL OF MINUTES:**

Approved minutes of February 8, 2024

E. **CONSENT AGENDA:**

A motion was made by Alameida and seconded by Parola to approve the February Consent Agenda. The motion passed 5-0.

F. **CORRESPONDENCE**

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

NEW BUSINESS:

1. Dirt Processing Area:

a. A motion was made by Alameida and seconded by Martinez to approve the bid from Do Right Concrete for \$24,500. The motion passed 5-0.

b. A motion was made by Alameida and seconded by Fratis to approve the bid from Hanford for \$6,195.63.

2. CSDA 2024 General Managers Summit:

Assistant District Manager Riley and Maintenance Supervisor Conrad to attend the CSDA General Managers Summit June 23-25, 2024 in Anaheim, CA.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

NEW BUSINESS CONTINUED:

3. Gold Star Families Day:
Discuss with Attorneys and discuss liability insurance with volunteers.
4. GSRMA Board Elections:
The board approved District Manager Forrey to vote.
5. LAFCO Vote:
The board approved District Manager Forrey to vote.
6. OPEB Valuation Services:
A motion was made by Parola and seconded by Alameida to approve the OPEB Valuation Services agreement from MacLeod Watts. The motion passed 5-0.
7. Wage Scale:
A motion was made by Alameida and seconded by Fratis to approve the changes to the current wage scale. The motion passed 5-0.

H. **INFORMATION ITEMS:**

8. District Manager's Report:
 - a. Safety Meeting: Februarys Safety meeting was on OSHA Training – Back, Materials, Slips/Trips/Falls, and PPE
 - b. Roseville Chamber Breakfast and Luncheon: March 12th and March 28th, Forrey, Riley and Conrad to attend.
 - c. Equipment Show: The District is hosting an equipment show April 19th
 - d. Sun City Home & Health Showcase: May 1st Forrey and Riley to attend
 - e. Vacation: Craig taking vacation March 18-22
 - f. Wreaths Across America Update: Spoke with Lori Wycoff about our involvement this year
 - g. Surplus Equipment Sale: The surplus mower and sweeper were sold to Auburn Cemetery for \$500.

I. **RECESS TO CLOSED SESSION**

J. **CLOSED SESSION:**

9. PERSONNEL: Pursuant to Gov. Code §54957:
The Board will meet in Closed Session to consider the appointment, employment, evaluation of performance, discipline, resignation, retirement, dismissal, and/or complaint of a public employee(s).

K. **RECONVENE TO OPEN SESSION:**

L. **REPORT ANY ACTION TAKEN IN CLOSED SESSION**

M. **BOARD MEMBER'S COMMENTS**

N. **CHAIRPERSON'S COMMENTS**

O. **ADJOURNMENT:**

The meeting was adjourned at 5:22 p.m. The next regular meeting will be held on April 11, 2024.

Secretary, Board of Trustees
Roseville Public Cemetery District