

ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE
LAKE ELSINORE, CA 92530
Special Board Meeting September 25, 2014
MINUTES

I. CALL TO ORDER— Meeting called to order by Chairman Underdown at 4:31 p.m.

II. PLEDGE OF ALLEGIANCE— Pledge of Allegiance was led by Chairman Underdown.

III. ROLL CALL—District Secretary Michael Blake:

PRESENT: Tim Underdown, Chair
Janice Jackson, Vice Chair
Thomas Buckley, Trustee
Karen Snyder, Trustee
Rose Tompkins, Trustee
Denice Enochs, District Manager/Board Treasurer
Michael Blake, District Secretary/Board Secretary
James Mickartz Architect

IV. PUBLIC COMMENTS— No public was in attendance.

V. CONFIRMATION OF AGENDA

Trustee Snyder motioned to accept the agenda as presented. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VI. CONSENT CALENDAR- No items under the consent calendar

VII. ACTION ITEMS

A. Architect Proposal and Possible Decision

James Mickartz went over his scope of work for the proposed project and talked about all the different phases that are included, compensation and exclusions. Mr. Mickartz also presented to the Trustees and staff a consensus building exercise to mail back to him.

Signed:_____ Date:_____

Mr. Mickartz left the meeting at 5:50 p.m.

VIII. INFORMATION ITEMS AND POSSIBLE DECISION

A. Policy and Procedure—Pending review

B. Handbook—Pending Counsel review

Mr. Blake left the meeting at 6:17 p.m.

C. Shop Electrical Update

Trustee Underdown motioned to direct staff to go ahead with the electrical repairs that are needed to bring the shop up to code. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

IX. STAFF COMMENTS

Ms. Enochs told the Trustees about the latest microwave theft and how the grounds men were treated by the Sheriff.

Ms. Enochs brought up Bingo Lingo and it was rejected again.

Ms. Enochs asked the Trustees if they would like to receive the CAPC newsletter by way of PDF.

Ms. Enochs let the Trustees know there will be some work done on the backhoe and tractor.

Ms. Enochs told the Trustees the groundsmen were fertilizing and then would replace the parts of the hedge.

Ms. Enochs asked the Trustees if she should seek health insurance quotes.

X. BOARD COMMENTS

Trustee Snyder suggested Ms. Enochs draft a letter to Zack Hall regarding the Sheriff Dept.

Trustee Buckley said Mayor Natasha Johnson should also be sent a letter.

Trustee Tompkins asked staff to add Kaiser and wage scales to the next agenda.

Trustee Tompkins asked if the Cavanaugh Law retainer could be revisited. Staff was directed to call Mr. Cavanaugh and ask if he would be available for the next Regular Board Meeting.

Chairman Underdown asked that the PCA Conference in Corning be put on the next

agenda because he would like to attend.

Trustee Buckley explained he had checked with other attorneys regarding abstaining from voting, he said that they agreed it was perfectly ok. Contrary to prior information.

Trustee Snyder asked we have the Itzen Architect firm back to answer questions the Board has on their contract/proposal.

Chairman Underdown called for a SBM October 2nd at 4:30.

XI. CLOSED SESSION— No closed session

XII. ADJOURNMENT – Next Regular Board Meeting for the Board of Trustees is scheduled for Wednesday, October 15th at 4:30 p.m.

Trustee Snyder motioned to adjourn the meeting at 6:40 p.m. Trustee Tompkins seconded the motion which carried unanimously (5-0).