November 8, 2023

A regular meeting of the Gridley-Biggs Cemetery District Board of Trustees was called to order at 8:30 a.m. by Chairman Joseph Hughes. Roll call of the board:

Joe Hughes, Chairman

Larry Hamman, Trustee

Larry Evans Trustee

Angie Cote, District Manager/Board Secretary

Kurtis Upton, Grounds Superintendent

3. PUBLIC INFORMATION ON ANY AGENDA ITEM - OPEN OR CLOSED: NONE

4. INFORMATION ITEMS:

1. Office Manager’s Monthly Report:
2. Report on progress of office construction. Angie reported that the office updates are about 95% complete. We are currently waiting for the contractors to return to finish minor touch ups or paint, trim chalking, leaking sink. The contractor is aware of the repairs but was pulled to the next job. He will be back soon as he is able to finish up.
3. Report on MVCH Veterans Day Concert Program. Angie has been working with the Military Veterans Court of Honor Committee to pull off the upcoming Veterans Day Concert Program. It’s currently scheduled for Saturday, November 11, 2023 at 7:00pm in the Gridley High School Guardian Building. The program will include a performance from the Oroville Community Concert band. The Quilters of Gridley also plan to present 7 quilts to local veterans. This free community event is open to the public and we hope to see the board of directors present if you are available.
4. Report of the homeless camp. Kurtis reported that activity seems to have tapering off. They are still out there and we still see traffic going back there pretty regularly but they are staying off the grounds at least during business hours. We haven’t heard much back from the attorney or sheriff department. Last we heard they are laying low to avoid harassment charges, but are still responding to calls out there.
5. Report on the GSRMA 2023 Conference was held on October 19-20, 2023 at the Rolling Hills Casino in Corning. Angie attended both days of the conference and found them to be very beneficial. Among the networking with other cemetery districts, Angie attended cyber security classes, which is something our district was in need of. We also learned that GSRMA awards districts for Loss Prevention Subsidy Fund (LPSF) monies for reimbursement of expenses related to the attendance to the Public Cemetery Alliance (PCA) Conferences. The fund is available to any member districts for training or conferences, it reimburses districts up to $1000 annually and includes travel and lodging expenses.
6. Report on grounds and mower off season maintenance. Kurtis notified the board that we had to consult with Baker’s Supply on our Hustler Z mower. It’s down at the moment and in need of a new clutch, bearings, belts, springs blades, and fuses. The estimate of repairs is looking at just over $3,000. Now would be the best time to do any of the repairs during the off-mowing season. If not by spring we’d be down a mower. Alternatively costs of a new mower would be upwards of $21,000.
7. Report on Esperanza High School work release program. Kurtis has brought on 2 high school students who are looking for on the job training. These 2 boys were interviewed for the opportunity and seem to be eager to learn. This program will not cost the district anything and the boys are covered under the insurance of the school district while working at the Gridley-Biggs Cemetery District.

5. BOARD DISCUSSION & POSSIBLE ACTION ITEMS:

1. New Polyguard distributor - Pettigrew & Sons vs. Cordeiro Vault Co. John Wilks retired and sold his business. Pettigrew is the vendor for the Polyguard vaults that Mr. Wilks sold. They’ve emailed

Angie new prices for their company. The same Vantage vault that Mr. Wilks sold to us have increased to over $100 per vault plus $25 delivery. Cost would increase to the customer close to $250. Cordeiro vaults are slightly less expensive resulting in approximately $150 increase to the customer. However with Cordeiro vault they bring more wear and tear on equipment, harder to manage during services and often have total losses when vaults break during installs. After some discussion Larry Evans motioned to partner with Pettigrew & Sons to continue selling Polyguard vault and increase the costs of the vaults to $795 plus tax to account for the increase in costs of material. Larry Hamman 2nd the motion. All ayes, motion passed.

1. Review the bid for office security alarm - Securitas formally known as Stanley Security. Since the remodel there are security measures that need upgrading in our office. Securitas has submitted a proposal to complete the install. After reviewing the proposal, Larry Evans motioned to move forward with the installation of new equipment and panels in the office for $2,608.52. Larry Hamman 2nd the motion. All ayes motion passed.
2. Review bid to pour concrete to extend the life of the Ossuary burials. The current ossuary is near to occupancy max. The contract with the county has been extended and in order to fulfill that we will need to install additional vaults to prolong the life of the Ossuary burials. Fischer Concrete submitted an estimate of cost to pour the 3 separate pads with boxes. After some discussion Larry Evans motioned to approve the bid to install the 3 cement pads with separate concrete boxes for $5,490. Larry Hamman 2nd the motion. All in favor motion passed
3. Review the bid from Dunlap Construction. The invoice for the new office has been submitted. As we are still pending completion once done, items invoiced appear to be accurate. After review and discussion Larry Hamman motioned to approve payment of $61,095.89 for the much needed modifications using the funds from the assessment district reserved from capital improvements. Joe Hughes 2nd the motion. All ayes, motion passed.
4. Review estimate to repair the Hustler Z with Baker Supplies & Repairs. After a brief discussion it would be in the best interest of the district to repair the Hustler and at a later date cycle them out. Joe Hughes motioned to approve the repairs with Baker Supplies & Repairs on the Hustler Z for $3,328.63. Larry Hamman 2nd the motion. All ayes, motion passed.

6. CONSENT CALENDAR:

1. Approval of October 18, 2023 Minute and approval of November, 2023 Check Register: Upon a motion presented by Larry Evans and 2nd by Larry Hamman the minutes of the October 18, 2023 meeting and the check registers including checks 19373 to 19406 were approved. All ayes, motion passed.

7. TRUSTEES DISCUSSIONS, QUESTIONS AND COMMENTS: None

8. ADJOURNMENT: As there was no further business to come before the board, Joe Hughes presented a motion to adjourn at 9:43am., the motion was 2nd by Larry Hamman; all ayes, motion passed. The date of the next board meeting was set for Wednesday, December 13, 2023 at 8:30am. Meeting adjourned.

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Joe Hughes, Chairman Angie Cote, Dist. Manager, Board Secretary