

AUBURN PUBLIC CEMETERY DISTRICT

1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604
(530) 885-5922 • FAX (530) 885-5938 EMAIL admin@auburncemetery.com

SEPTEMBER 10, 2024, REGULAR BOARD MEETING MINUTES

September 10, 2024, at 9:00 A.M.

District Office - New Auburn Cemetery - 1040 Collins Drive - Auburn, Ca. 95603

I. Call To Order: 9:05 AM

1. Pledge of Allegiance

I. Roll Call of The Board: Present were Trustees Earl Wilson, Terry Cooney, Michael Otten, Melinda Herzog-Landrith, and Marilyn Schneider. Also Present was Brian Hughes, Of Counsel, with BBK Law.

II.

II. Public Comment on Any Agenda Item – The Chair called for Public Comment. No Public was present to address the Board.

III.

IV. Consent Calendar

1. Approve Minutes for the August 13, 2024, Regular Board Meeting; Approve Minutes for the August 22, 2024, Special Board Meeting; Approve Minutes for the August 29, 2024, Special Board Meeting.
2. Approve August 1 – August 31, 2024, Check Registry.
3. Approve current MOU Agreement with IUOE Local 39 for the term of Sept. 1, 2024 – Sept. 1, 2025.

MOTION: Herzog-Landrith/Otten to Approve Consent Calendar as Presented: UNANIMOUSLY PASSED.

V. Informational Items

1. District Manager's Monthly Report:
 - i. General Updates
 - ii. Incidents/Information
 - iii. Update regarding Notice of Availability of Surplus Property
2. Financial Report.
3. Brian Hughes with BBK Law introduction.

Report/Introduction Given, No Action Taken.

VI. Board Discussion and Possible Action Items

1. Board to discuss scheduling a Special Meeting for a discussion and review of the Strategic Plan. **Discussion/Action. Discussion Only, No Action Taken.**
2. Board to Review and Evaluate the Change of Date for the Coco Movie Screening at the New Auburn Cemetery. **Discussion/Action.**
MOTION: Otten/Schneider to Approve Date as Scheduled: UNANIMOUSLY PASSED.
3. Board to Discuss the upcoming Wreaths Across America program as presented to the Board by Trustee Marilyn Schneider. **Discussion/Action.**
MOTION: Cooney/Otten to Approve December 14, 2024, at 9:00 AM for Wreaths Across America: Trustee Marilyn Schneider abstained; 4 ayes to approve: Cooney, Otten, Wilson, and Herzog-Landrith.
4. Board to review a working proof of a new Liability form regarding Health and Safety Codes 7100 and 9069.10 for arrangements packets signed by surviving next of kin. **Discussion/Action.**
MOTION: Cooney/Herzog-Landrith to Adopt Certificate of Authorizing Agent and Acknowledgment Form as presented by District Manager: UNANIMOUSLY PASSED.

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VII. **Board Comments, Concerns, and Informational Matters: None to Report**

VIII. **Recess to Closed Session: 10:50 AM**

IX. **Closed Session:**

X. **Reconvene to Open Session: 11:25 AM**

XI. **Report Any Action Taken in Closed Session:**

1. Conference with Legal Counsel: Existing Litigation: Pursuant to Government Code Section 54956.9 (d)(1) Case 62-197581.

MOTION: Otten/Herzog-Landrith to Accept Restitution as Presented by Defense Counsel in Case 62-197581. UNANIMOUSLY PASSED.


2. Conference with Legal Counsel: Potential Litigation: Pursuant to Government Code Section 54956.9 (d)(2).

MOTION: Cooney/Otten to Rectify Error in Hiring Process with CALPERS Retirement by Paying Both Employer and Employee Contributions. UNANIMOUSLY PASSED.

XII. **Adjournment: 11:26 AM**

The next scheduled Board of Trustees meeting will take place Tuesday, October 8, 2024, at 9:00 am.

These minutes have been certified and posted in accordance with the Brown Act.



Katelan Sweeney
Clerk of the Board and District Manager