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Phone (858) 748-5760 | Fax (858) 748-5824
Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com
General Manager | Carrie Perryman

Board of Trustees | James Lyon, President | Robert Thomas, Vice President | Denise Polito, Secretary

MINUTES

Regular Board Meeting September 28, 2022

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 2:30 p.m. by Board President, James Lyon.

Attendance

Members Present Board President, James Lyon, Board Vice President, Robert Thomas, and Board Secretary, Denise Polito

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

Public:

Guest(s): None

Correspondence: None

2. Approve Agenda as posted or as amended.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the agenda as presented.” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

3. Minutes

The Board read the minutes of the meeting dated August 24, 2022.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes of August 24, 2022, as presented” Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

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4. Minutes

The Board read the minutes of the special meeting dated September 14, 2022.

Board Action: MOTION – *Board Vice President, Robert Thomas moved, “To approve the special meeting minutes of September 14, 2022, as presented” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.*

5. Trustee Comments and Reports

No report.

CONTINUED BUSINESS

1. Front Entry Project

On September 20, 2022, Gina Grahovac and Superintendent David Setterberg from Grahovac Construction Company met onsite with Techniseal Representative Felix Negrete to evaluate the loose pavers at the north entrance. There was extensive discussion regarding the installation process, what caused the issue of the loose pavers, and possible resolutions for the problem. Grahovac Construction proposed closing the north entrance and repairing three different areas of loose pavers with three different methods to determine the best repair option.

2. Well Project

The well is fully functional as of August 29, 2022. Training and fine tuning of the system has been ongoing. The filtration system is ordered with an estimated delivery date of November 2022.

3. Capital Planning

The capital planning continued from the September 14, 2022, Workshop. Some of the topics of discussion:

- Committal Areas – Portable Chapels – After further discussion, the following motion was made.

Board Action: MOTION – *Board Secretary, Denise Polito moved, “To approve the purchase of two portable bronze chapels, cost not to exceed \$15,000.00. Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.*

- Road Replacement – Eagle Paving provided an updated proposal for road and curb replacement. It was decided to discuss increasing the scope of work with Eagle Paving before a decision is made.
- Cemetery Residence – Home Inspection. A comprehensive home inspection was performed by a licensed home inspector on September 7, 2022. The report was provided to the board for their review. Several options to improve and repair the condition of the home were discussed. It was the consensus of the board to contact several contractors to obtain proposals for improvements.
- Biological Survey – James Lyon suggested a biological survey of the undeveloped property to assist in the expansion study and provided contact information of a biologist. The board agreed to move forward with the survey.
- RJM Design Group – A Proposal was requested for the Expansion Area Study.

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NEW BUSINESS

1. Safety Awards Luncheon

It was decided to hold the annual Safety Awards Luncheon at the Brigantine Restaurant on Friday, December 16, 2022.

CEMETERY OPERATIONS

1. Personnel

- **Life Insurance Benefit.** The current accidental life insurance policy offered through the California Cemetery Association is no longer available. McGriff Insurance Services, Inc. provided a proposal with two options for term life insurance. Option 1 for \$25,000.00 and Option 2 for \$50,000.00. After discussion, the following motion was made:

Board Action: MOTION – *Board Secretary, Denise Polito moved, “To provide \$50,000.00 Term Life Insurance for Pomerado Cemetery District board and staff. Board President, James Lyon, seconded the motion. Motion carried unanimously.*

2. Discussion Items

- **AB-351 – Reduction of human remains and the disposition of the reduced human remains.**
On September 18, 2022, the Governor approved AB-351. Information regarding the bill was provided to the board. The bill will commence on January 1, 2027 and will follow similar laws to scattering cremated remains.
- Other discussion items included the disruption of office operations due to a computer that was set up by the former IT company to function as a server. Soria Ecommerce is in the process of ordering a legitimate server and scheduling the installation and integration of the cemetery data management and financial software.

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BUSINESS REPORT

1. Financial and Interment Report for August 2022.

- Deposit Permit: Total Revenue for August 2022 \$ **62,447.64**
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$2,000.00
 - General Fund \$50,467.65
 - Endowment \$9,980.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$ 0 to Wells Fargo Bank.
- Warrant for October 2022 was signed in the amount of \$ **103,000.00**
- Interments for August - 12

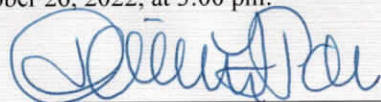
Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the financial and interment reports as presented; and the deposit permit for August 2022 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

ADJOURNMENT

1. Next Scheduled Board Meeting

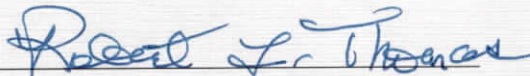
The next regular board meeting is scheduled for Wednesday, October 26, 2022, at 3:00 pm.

Meeting Adjourned.



Denise Polito/Board Secretary

Date: Oct. 26, 2022



Robert Thomas /Board Vice President

I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of Trustees Meeting held Wednesday, September 28, 2022.