

Kern River Valley Public Cemetery District
Minutes of the Regular Board of Trustees Meeting – Tuesday, 11 February 2025 at 9:00 a.m.

KERN RIVER VALLEY PUBLIC CEMETERY DISTRICT
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING

District Office: 8441 Burlando Road Wofford Heights, CA 93285

Present: Mike Ryan, Chairperson/President,
Kathy Agapiou, 1st Vice Chairperson (absent)
Debbie Hess, 2nd Vice Chairperson
Esteban Olivares, Treasurer
Teresa “Kat” Barnum, Secretary
Orion Sanders, District Manager

1. CALL TO ORDER: Meeting was called to order by Chairperson Mike Ryan at 9:02 AM
2. ROLL CALL– QUORUM PRESENT (4 Trustees Present)
3. ADMINISTERING AN OATH OF OFFICE OF DEBORAH HESS SECOND VICE CHAIRPERSON
4. PLEDGE OF ALLEGIANCE AND INVOCATION: President Ryan gave the Pledge of Allegiance and Invocation.
5. PUBLIC COMMENT, REQUESTS AND PRESENTATIONS:
Teresa Barnum discussed the benches at the cemetery. Manager Sanders reported benches are being moved and repaired. Thank you, Orion, Reno, and Tamela for the new improvements to the cemetery.

Laura Kyt spoke during the public comment session. She read a letter she wrote and submitted to the board during her three minutes.
6. FISCAL YEAR 2017-2018 AUDIT by Kevin Brejnak District Auditor
 - i. District Sales Tax Report and Annual State Controllers report Fiscal Year 2024/2025
 - ii. Audit report was tabled until the next meeting, because the 2017-2018 audit report is not completed.
7. DISTRICT MANAGER’S REPORT: Orion Sanders, District Manager
 - i. There will be cemetery tours during Whiskey Flat Days of the Old Historic Cemetery where the stories of the old pioneers will be told. Porta-potties have been ordered. Reno has done considerable cleanup by filling holes and cleaning tanks. Reno has been working hard cutting the shrubs in the Historical Cemetery back. Benches in the cemetery have been cleaned, refurbished, restored, and two (2) new ones are being built.
 - ii. Section III, the upper section, needs special feed to grow the grass.
 - iii. Vehicle Report—The vehicle auction was productive in selling the tractor. There was a bid on the truck, but have been unable to contact the bidder. There were no bids on the Escape. We plan to lower the price and remarket the vehicles. The Polaris is in the shop getting repaired. Reno’s truck was in the shop for repairs, so a contractor was hired to depose of the shrubs.

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- iv. Preneed workshops will be on March 22, 2025. We have ordered blue bags for a goodie bag for each participant. Kerri Bunting, a local trust attorney, will be adding some items. Tammy will be signing up people and putting the bags together. We have purchased pens and note pads that have our name and logo on them. We will advertise via radio announcements on February 13 2025, and ordered two (2) mini golf carts for cemetery tours.
- v. The 2016-2017 audit is uploaded on the website. The 2017-2018 has not been completed but will be available to the public, after it is submitted to the county.
- vi. Registration for the CAPC Conference for March 13-15 2025 in Monterrey, CA has been submitted. President Ryan, Manager Sanders, and John Blythe, Administrative Assistant will be attending.

8. OLD BUSINESS—DISTRICT INVESTMENT FUNDS

Treasurer Olivares motioned for the discussion to be tabled until the next board meeting and Vice Chairperson Hess seconded and passed unanimously.

9. DISCUSSION OF FEMA PROJECT

- i. We are hoping for funding for the Historical Cemetery, but everyone is asking for funding from FEMA. The FEMA Grant was submitted, but we are waiting on approval. It is currently placed on hold. Kelly will plead the case for more funds. We are currently getting rid of old broken boards

10. BOARD MEMBER ANNOUNCEMENTS OR REPORTS NOT APPEARING ON THE AGENDA:

Chairman Mike Ryan: None

Chairperson Hess: Asked if we were notified by the county about the taxes. She was surprised that the county was not more involved

Secretary Barnum: None

Treasurer Olivares: Updates to the Historic Cemetery have a cleaner appearance. The privacy fence looks nice.

11. DISTRICT MANAGER ANNOUNCEMENTS:

Now that audit 2016-2017 is done, we are moving forward and expect the process to be smoother.

12. MOTION TO ADJOURN: Trustee Hess moved to adjourn the meeting at 9:26 am, was seconded by Treasurer Olivares and passed unanimously.

NEXT REGULARLY SCHEDULED MEETING: March 11 2025 9:00 am

Respectfully submitted by Tamela J Ashlock, District Secretary
Minutes submitted by Secretary Barnum, Secretary Board of Trustees