

**NEVADA CEMETERY DISTRICT**

**P.O. Box 2400**

Physical address: 10523 Willow Valley Road

Nevada City, CA 95959

530-265-3451

**MINUTES**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**WEDNESDAY June 15, 2022, at 3:30:PM**

***Nevada County Madelyn Helling Library  
900 Helling Way, Nevada City, CA 05050***

- I. **BOARD CALL TO ORDER: 3:30 P. M**
  
- II. **ROLL CALL: Trustee Cassella, Trustee Bushore, Trustee Archer (via Zoom), Trustee Hurst, Trustee Mertens, District Manager Melugin, Administrative Manager Hodkins, Secretary Dorothy Miller**
  
- III. **PUBLIC COMMENT ON MATTERS NOT ON AGENDA:** This is the time for any member of the public to address the Board with any item **not** on the Agenda. Pursuant to CA Gov Code 54954, the public may talk about anything within the subject matter jurisdiction of the NCD Board, but the Board generally cannot act on or discuss an item not on the Agenda. However, the Board may “briefly respond” to comments or questions from the members of the public. \*Please see rules for public comment at the bottom of Agenda. Copies of the agenda and items are available. Call District Office in advance to request this. The Chair may limit public comment to 3 minutes for each commenter.

**No comments.**

**IV. NEW BUSINESS**

- A. Presentation by Shelly Covert – Spokesperson for the Nevada City Rancheria Nisenan Tribe regarding Cement Hill Road Cemetery

Ms. Covert appeared with her cousin, Debra McBrien. She told the Board her great grandfather is buried within the Cement Hill Road Cemetery property and described the Nisenan tribe practice every five years of holding a Big Cry for deceased members. Thus, it is important to be able to go where they are buried. However, this custom is not practical in a public cemetery.

The Nisenam tribe has been working to have its recognition restored since it was terminated in 1958 by the California Rancheria Termination Act. The 75-acre rancheria was sold with the proceeds being returned to the Johnson family who still resided on the land. Ms. Covert presented letters from the Nevada County Historical Society stating that organization had been in error in supporting the Tsi Akim Maidu tribe for federal recognition. Governmental entities had acted upon that organization's research and support in naming the Maidu as the local indigenous tribe.

The Nevada City City Council has adopted a resolution pledging support to the Nisenam tribal community of the Nevada City Rancheria to preserve and protect their native culture and supporting the restoration of Federal recognition. The Council will be doing a lot line adjustment next to the airport to provide the Nisenam with a five-acre parcel so they will have land which is necessary for recognition purposes.

Ms. Covert was before this Board to request the transfer of the Cement Hill Road Cemetery to her group. Vice Chair Bushore explained the District's legal responsibilities regarding cemeteries under its jurisdiction. He also explained the necessary elements before any transfer could occur; i.e., articles of incorporation, constitution, and bylaws for the nonprofit. She was also informed she should provide example of previous such transfers. Ms. Covert acknowledged these steps, and the Administrative Manager will oversee the stated requirements

Chair Cassella addressed Mrs. Covert's position by saying the Board is sympathetic to her request.

B. Elect Chair and Vice Chair for Fiscal Year 2022-2023

1. Nomination/election of Chair

**Trustee Hurst nominated Trustee Bushore for Chair. Motion was seconded by Trustee Cassella and carried unanimously.**

**Trustee Cassella nominated Trustee Mertens for Vice Chair.**

**Trustee Bushore nominated Trustee Hurst for Vice Chair. Motion was seconded by Trustee Cassella and carried.**

**V. CONSENT CALENDAR:** All matters listed under the Consent Calendar are considered to be routine by the Board of Trustees and will be enacted by one motion at the appropriate time. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately

- A. Approval of Minutes of May 18, 2022
- B. Approval of May 31, 2022 Monthly Financial Report
- C. Approval of May 31, 2022 Actual v Budget Report
- D. Approval of May 31, 2022 Endowment Fund Report
- E. Review of credit card purchases.
- F. Staff report on Sales May to date
- G. Approval of Auditor Controller's report of warrants issued

**Trustee Hurst moved approval of the Consent Calendar. Motion was seconded by Trustee Bushore and carried unanimously.**

**VI. MANAGER'S WRITTEN REPORT FOR MAY 2022 AND QUESTIONS**

**The Administrative Manager reported there were four candidates for the open position in the District. One has been selected. She requested that person be started at Step2 of the pay scale due to his experience and qualifications. He has had 11 years' experience in a cemetery district and is a backhoe operator.**

**TrusteeMertens moved the candidate be offered the position at Step 2. Motion was seconded by Trustee Bushore and carried unanimously.**

**VII. STANDING COMMITTEE REPORTS**

**Finance Committee.** The Board will provide directions as necessary

Adopt preliminary 2022-2023 Preliminary Budget (final adoption in August

**Trustee Bushore moved adoption of the 2022-2023 Preliminary Budget. Motion was seconded by Trustee Mertens and carried unanimously.**

**VIII. ADJOURNMENT:**

**Motion by Trustee Hurst to adjourn the meeting at 5 p.m. Motion was seconded by Trustee Mertens and carried unanimously.**

**ATTEST:**

**Board Chair Dennis Cassella, June 15, 2022**

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**Vice Chair Gerald Bushore, June 15, 2022**

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**AGENDA WAS POSTED JUNE 9, 2022, AT THE DISTRICT OFFICE BULLETIN BOARD AND ON THE DISTRICT WEBSITE.**