

**PORTOLA CEMETERY DISTRICT
MINUTES - REGULAR MEETING & PUBLIC HEARING
PORTOLA LIBRARY 34 3RD AVENUE, PORTOLA, CA
February 15, 2023 - 4:00 p.m.**

Call Meeting to Order by Pat Fruchtenicht at 4:03 pm

Pledge of Allegiance

Roll Call: Present: Pat Fruchtenicht
Donna Powell
Curtis Marshall
Gary France
Mary Kliejunas

Absent: Dwight Ceresola, County Supervisor

Also Present: for part of the meeting - Susan Arterburn, Caretaker

Changes to Agenda – No changes to agenda

Approval of Minutes – A motion was made by Donna Powell, seconded by Gary France to approve the minutes of the meeting held on November 16, 2022 as presented. The motion passed unanimously.

Correspondence –

Susan Arterburn/Pat Fruchtenicht shared at the meeting -

Letter from Win Win United LLC regarding a property near Shady Grove Cemetery

Mary Kliejunas shared at the meeting -

Liberty Utilities (CalPeco Electric) LLC's request to Increase Electric Rates to Recover Costs Recorded to Various Accounts. Application [A.22-10-022]

Notice of Intent to Adopt Resolutions of Applications to LAFCO for formation of the Beckwourth Peak Fire Protection District and Reorganization of Existing Fire Service Providers in the Affected Territory.

Election of Officers for 2023-2024

A motion was made by Donna Powell, seconded by Gary France to elect Pat Fruchtenicht as Chairman of the Portola Cemetery District Board for 2023-2024. The motion passed unanimously.

Caretaker Report – Susan shared at the meeting –

Greg and Trey Marr have sold Manni Funeral Home & Evergreen Crematory in Portola to Larry Blair, owner of Blair Mortuary in Quincy and Chester. The business will be renamed Blair-Manni Funeral Home. Until the inspections have been completed at the business in Portola and a new license is issued, the east side of Plumas County will be without a funeral home.

Plots sold: Chilcoot - 1

Burials: 0 due to snow and ice

Vinton flag was taken down because the rope was tangled in the clip and the rope had to cut to get the flag down. The flag will be replaced when this can be done safely in the Spring.

Board Reports

- a. **County Supervisor** – Not in attendance.
- b. **Chairman** – 0 comments.
- c. **Directors** – No comments.
- d. **Secretary/Treasurer**
 1. **Approval of Expenditure Reports: October, November, December 2022** –
The Board reviewed the financial reports. Pat Fruchtenicht asked about the high cost of the monthly bill for the phone line. Mary Kliejunas will inquire with AT&T to see if there is a different business rate for Special Districts. A motion was made by Gary France, seconded by Curtis Marshall to approve the reports as presented. The motion passed unanimously.
 2. **Contract Between Portola Cemetery District & Cemetery Managers/Caretakers** –
Existing contract expires March 1, 2024

New Business / Action Items

- a. **Conflict of Interest Form** –
Board members filled out forms for 2022.
- b. **Next Board meeting in May will discuss Budget for upcoming fiscal year** –
Please think about any maintenance costs – Susan Arterburn brought up the need for new tires for the trailer.

Old Business –

The Board discussed acknowledging Judy Martini for her many years of service.

Schedule Next Meeting – May 17, 2023

Adjournment – There being no further business, the meeting was adjourned at 4:47 pm.



E. Patrick Fruchtenicht, Chairman



Mary Kliejunas, Secretary/Treasurer