**CHESTER CEMETERY DISTRICT**

**BOARD OF DIRECTOR’S MEETING MINUTES**

**AUGUST 27, 2021 AT 1:00 PM**

**CHESTER COURTHOUSE**

**FIRST AVE. & WILLOW WAY**

**1. Call to order at 1:05 pm:** Attending board members: Tammie Helsel,

Judy Hardig, Carol Morgenroth, Dennis Speciale, George Grams.

Public: Karen Merriman, Jim Fleming, Gregg Scott, Billy Metcalf.

**2. Public comment:** None

**3. Approval of agenda:** Carol moved to approve agenda, seconded by

Dennis Speciale. Motion carried unanimously.

**4. Approval of minutes for June 10, June 22, July 29 meetings:** Carol

moved to approve minutes, seconded by Judy Hardig. Motion

carried unanimously.

**5. General Manager job opening:** In the July 29, 2021 meeting, it was

decided that this position would be posted, which did not occur.

There was a discussion with Tammie Helsel as to her interest in

applying for the General Manager position on an interim basis. The

process of flying the position for a 90 day period would take place.

Tammie would be required to resign as a board member with no

option of returning unless a vacancy in the future becomes available.

Judy Hardig will research flying the position with Plumas County.

**6. Insurance adjuster’s report of Dixie Fire damages and losses:**

Tammie Helsel will provide loss list for board member review

before turning in to the insurance company.

**7. Collins Pine Company damaged tree removal:** Collins Pine will

remove dead and dying trees outside the cemetery perimeter

as part of the process of removing trees on their land. It is

adjacent to cemetery property. Also, agreement to search for an

arborist to examine trees within the cemetery and recommend

action as far as removal etc. Motion for both items made by

George Grams, seconded by Judy Hardig. Motion carried

unanimously.

**8. Temporary office:** An unoccupied office in the courthouse is

available for usage to conduct cemetery business as well as

storage of records saved from the fire. The board thanked

Tammie Helsel and her husband Mark for saving some of the records

before the building burned down. Judy Hardig will contact Sherrie

Thrall and possibly Department of Facilities Services in Quincy, CA

to get instructions on what is needed to officially request usage of

the courthouse office. Motion made by Judy Hardig and seconded

by George Grams, to place a 60 day moratorium on burials (grave or

cremation), or any activity within the cemetery grounds so as to

allow enough time to get proper clearance/safety protocol to enter

the property and begin providing service again. Motion carried

unanimously.

**9. Approve repair of well:** George Grams will look into obtaining

estimates for repairing the well, which will be submitted to the

insurance company.

**10. Closed session:** Katie Wyrick/Prattville Cemetery clean up. Motion

made by Carol Morgenroth, seconded by Judy Hardig to issue a

check for $1,800 to Katie Wyrick in payment of the Prattville

Cemetery annual debris removal. Motion carried unanimously.

**11**. **Adjournment:** Meeting adjourned at 3:34.

**12. Next scheduled meeting:** Thursday Sept. 9, 2021 at 9:00 am,

in Chester Courthouse (behind the Sheriff’s Office) First Avenue

and Willow Way.

**Minutes taken and prepared by Judy Hardig**