

MEMBERS OF THE  
BOARD OF TRUSTEES

Lorie Rhinebeck – Chair  
Kirk Gilles – Vice Chair  
Stefanie Nelson - Secretary  
Marici Harness – Trustee  
Ramon Navarro - Trustee

EXETER PUBLIC  
CEMETERY DISTRICT  
BOARD OF TRUSTEES

DISTRICT OFFICE  
719 East Marinette  
Exeter, CA 93221  
(559) 592-3067

Rick Martinez – Superintendent

Erica Pine - CPA

---

**Meeting Minutes**

Wednesday, December 11, 2024 at 5:30 PM  
District Office  
719 East Marinette Ave., Exeter, CA. 93221

*In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact the Exeter Public Cemetery District ("EPCD") office at 559-592-3067 at least 3 days prior to the meeting. Any staff reports and supporting materials provided to the Board after the distribution of the agenda packet are available for public inspection at the EPCD office.*

*Public Information about Meetings: Documents related to items on the agenda are accessible on the District's website at [www.exetercemeterydistrict.org](http://www.exetercemeterydistrict.org) or visit us on Face Book. Public Comments - Any member of the public wishing to address the Board shall first identify herself or himself and shall be limited to five (5) minutes six (6) minutes if a language interpreter is used unless extended by the chairperson. It is the Board's intent to accommodate all people who wish to attend open public meetings.*

1. Board Members Present: L. Rhinebeck, K. Gilles, M. Harness, S. Nelson.
2. Ramon Navarro swore in as new Board of Trustees
3. PUBLIC COMMENT FIVE (5) MINUTES PER PERSON. – Larry Marci complimented new board.
4. OPEN SESSION - AUDIT REPORT, ITEMS OF INTEREST & GENERAL BUSINESS  
(All items are subject to discussion and action by the Board Members.)
5. Board member report. K. Gilles does not come to cemetery as often as Jevin is doing an excellent job.
6. Approval of December Bills/Review Expenditures from Equipment Repairs
  - a. Erica Pine – Update on Budget
7. Nelson - Approval of November 13, 2024 Meeting Minutes. M. Harness made motion to approve minutes, R. Navarro seconded. All in favor.
8. OLD BUSINESS:
  - A. Election of Officers for 2025 – moved to January 2025
  - B. K. Gilles – Follow Up Deep Creek Well. Loverin Well Company waiting on permits – permit approved, getting ready to start.
  - C. K. Gilles – Loan Pay Back for Section 10. Update on financial plan. – Due to be paid back in July.
  - D. K. Gilles/Broadway – Review proposals/quotes to remove dead tree’s Exeter/Deep Creek. Low bid \$6200.00 – too high, will discuss January meeting.
  - E. K. Gilles/J. Broadway – Review proposals/quotes to remove trash pile from Deep Creek. Bids too high, will discuss January meeting.
  - F. C. Everett – Follow up Fund Raiser Tournament – January 12 cornhole tournament at Exeter Memorial - \$65.00 per team
  - G. K. Gilles – New Cemetery Mapping System – K. Gilles said too expensive, will fix our System.
  - H. K. Gilles – Follow up Land-scape Bids – tabled until January meeting.
  - I. K. Gilles – Follow up Work shirts and Mission Laundry. Will supply work shirts. S. Nelson made motion, R. Navarro seconded. All in favor. Tom will look at Mission contract.
  - J. K. Gilles - Follow Up Temporary Help and going to Winter Crew. Will keep crew that we

have. Will not have winter crew at this time.

K. Phil Kemp – Would like to take it as a project to fix all the sprinklers. Has offered to pay for all minor expenses.

L. R. Navarro made motion to move meetings to CACHE in Exeter, M. Harness seconded. All in favor.

M. L. Rhinebeck – Documents.

a. Grave Buy Back – Procedure & Form – to be discussed January meeting.

N. K. Gilles - Discuss Forwarding of Phone Calls during off hours and when office is closed. - M. Harness made Motion to reimburse Jevin \$35.00 per month. R. Navarro seconded. All in favor

O. K. Gilles - Section 10 Update – number plaques are being placed at the site to mark Individual grave sites. – Markers are almost done.

P. L. Rhinebeck – Follow Up Daughter of American Revolution. The board met have voted to take Deep Creek on as a project. – Will put markers on all grave sites.

Q. M. Harness – Spring Community Work Day at Exeter Cemetery – Month of March for workday.

S. L. Rhinebeck – Complaint Box for complaints and suggestions – Lorie will make box.

9. NEW BUSINESS

10. Superintendent Monthly Update: Gilles/Broadway

a. Number of graves/services sold/Grave Buy Back – will move to January

b. Equipment / Operations / Office – R. Navarro made motion to buy batteries for lawnmower that was donated. M. Harness seconded. All in favor – Jevin looked at Equipment buyback for \$700.00 R. Navarro made motion. M. Harness seconded. All in favor. Saving \$11000.00.

c. Grave Decorations Pick Up/Cemetery Rules (consider ad hoc committee)

c. Communications:

A. Letter From Mr. Abee

7.0 CLOSED SESSION

A. Labor Negotiations # 54957.6 - R. Martinez filed for SDI. Motion to make J. Broadway Superintendent made By K. Gilles, seconded by S. Nelson. All in favor

B. Employee Evaluation

8.0 Open After Closed Session

A. Discuss Vote/Action taken on any decisions made in closed session.

Meeting adjourned at 7:44 p.m.