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Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com  
General Manager | Carrie Perryman

**Board of Trustees | James Lyon, President | Robert Thomas, Vice President | Denise Polito, Secretary**

**MINUTES**  
**Regular Board Meeting**  
**March 23, 2022**

**1. Call to order / Roll Call**

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:12 p.m. by Board President, James Lyon.

**Attendance**

Members Present Board President, James Lyon and Board Secretary, Denise Polito

Members Absent: Board Vice President, Robert Thomas

District Staff Present: General Manager, Carrie Perryman

**Public:**

Guest(s): None

Correspondence: None

**2. Approve Agenda as posted or as amended.**

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the agenda as presented.” Board President, James Lyon, seconded the motion. Motion carried unanimously.

**3. Minutes**

Approval of the February 23, 2022, meeting minutes was tabled until the April 2022 meeting.

**4. Trustee Comments and Reports**

There was a brief discussion about Form 700, AB 1234 Ethics Training, and AB 1825 Harassment Prevention Training.

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## CONTINUED BUSINESS

### 1. Front Entry Project – Report

The Grand Opening for the south entrance was held on March 17, 2022. The entrance is open and operational with a few pending items that need to be completed to finish the project. The north entrance has pending items for repair. We are waiting for Grahovac Construction Company to provide a plan to schedule and complete all pending items.

## NEW BUSINESS

### 1. Eagle Paving Proposal

Eagle Paving provided a proposal for new asphalt and concrete flowlines in the cul de sac and road at the top of Section E.

After review and discussion, the following motion was made.

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve Eagle Paving Proposal #32665 for new asphalt and flow lines not to exceed \$48,853.00.” Board President, James Lyon, seconded the motion. Motion carried unanimously.

## CEMETERY OPERATIONS

### 1. Personnel

There was discussion regarding employee accidents, equipment damage, and vacation schedules.

### 2. Discussion Items

#### Fain Drilling and Pumping Company.

Fain Drilling mobilized their drilling equipment on Monday, March 21, 2022. On March 23, 2022, owner Dave Matthews reported they reached a depth of 350 feet with a water volume of approximately 100 to 150 gallons per minute. Dave recommended they continue to drill to a depth of 500 feet to ensure their findings are correct. Based on the amount of water the well is currently producing, he proposed reaming the hole from an 8” to a 12” diameter to accommodate a larger volume of water. Results from a water test and a change order proposal will be provided to the District before Fain Drilling continues the work. After discussion, the board decided to increase the original amount for well drilling from \$70,000.00 to \$85,000.00. The following motion was made.

**Board Action: MOTION** – Board President, James Lyon moved, “To approve a Change Order for Fain Drilling and Pump Co to increase the diameter of the well from an 8” to 12”, total cost of drilling not to exceed \$85,000.00.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

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## BUSINESS REPORT

### 1. Financial and Interment Report for February 2022.

- Deposit Permit: Total Revenue for February 2022 \$ 76,961.68
- The funds were disbursed as follows:
  - San Diego County Treasury:
    - Capital Outlay \$1,800.00
    - General Fund \$60,286.00
  - Endowment \$8,550.00 a public trust fund with Stifel, Nicolaus & Company.
  - Pre-Need Income \$ 6,325.00 to Wells Fargo Bank.
- Warrant for April 2022 was signed in the amount of \$ 98,000.00
- Interments for February - 13

The board was informed that there was check fraud to the Wells Fargo General Operations account in January 2022. Reports and claims were filed with the US Postal Service, the Sheriff's Department, and Wells Fargo. Wells Fargo Fraud department refunded the total amount of \$4,830.65 on March 16, 2022.

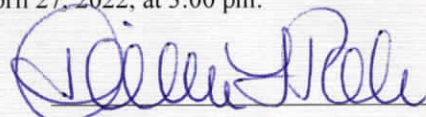
**Board Action: MOTION** – *Board Secretary, Denise Polito moved, "To approve the financial and interment reports as presented; and the deposit permit for February 2022 to the San Diego County Treasury and Wells Fargo Bank." Board President, James Lyon, seconded the motion. Motion carried unanimously.*

## ADJOURNMENT

### 1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, April 27, 2022, at 3:00 pm.

Meeting Adjourned.

  
Denise Polito/Board Secretary

Date: 04-27-2022

  
James Lyon /Board President

I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of Trustees Meeting held Wednesday, March 23, 2022.