



## County of El Dorado Cemetery Advisory Committee

### **Committee Members:**

Creighton Avila, Deputy CAO, Cemetery Director	John Hidahl, Board of Supervisors
Julianne Melchor, Cemetery Director Alternate	Kathy Witherow, BOS Alternate
Melinda Peak, District I, Second Vice Chair	Sgt. Eric Palmberg, Coroner's Office
Mary Tran, District II, First Vice Chair	Vacant, Archeological Representative
Mike Roberts, District III, Chair	Ramona Tripp-Verbeck, Native American Cemeteries
Frank Clark, District IV	Mark McCusker, Fraternal Organizations
Vacant, District V	

### **MINUTES**

**August 28, 2019**

1. The meeting was called to order by Chairman Mike Roberts at 3:09 p.m.

Committee members present: Creighton Avila, Julianne Melchor (alternate), Melinda Peak, Mike Roberts, Mary Tran, Frank Clark, John Hidahl, and Mark McCusker. Staff present: Mary Cory, Roger Runkle, and Julie Hart.

The agenda was adopted, with a motion by Frank Clark and a second by Mary Tran.

2. The minutes of August 8, 2019 and April 24, 2019, were approved with a motion by Frank Clark and a second by Mary Tran.
3. Introductions and announcements: Chairman Mike Roberts made the following announcements:

- General interest cemetery discussion will be at the El Dorado Hills Library, August 28, 2019 at 7:30 p.m.
- Cemetery tour and Save the Graves Preview will be at the Placerville Union Cemetery, September 28, 2019 at 9:30 a.m. There will be a conventional cemetery tour with American River College.
- Save the Graves Event at the Placerville Union Cemetery, October 26, 2019, 10:00 a.m. – 4:00 p.m.

4. Staff reports:

a. Status of volunteer activities: Julianne Melchor reported that Maggie Killackey and Mary Tran are updating lists and charts to help prepare for the GPR survey project at Placerville Union Cemetery. Adopt-a-Cemetery-Project Program forms have been posted to the Cemetery Administration website. Julianne addressed sharing the database with the museum.

b. Proposed resolution for committee restructuring: Creighton Avila stated he will approve the agenda item for September 17, 2019, BOS agenda.

c. Recap of Special Meeting results from August 8, 2019: Creighton Avila recapped the results of the Special Meeting as follows: CAC (Cemetery Advisory Committee) would support the ZOB

(Zone of Benefit); one large ZOB is supported; parcel tax of \$8 - \$10 per parcel is supported; leave current cemetery ZOB as is; funds would go to operations and support a higher level of maintenance; sunset clause of 10 – 15 years is supported; September 10, 2019, BOS agenda will address the Resolution of Intention to Create ZOB and if passed there will be a public hearing for people to protest; there are 67,630 parcels that could be in the ZOB; Creighton is getting bids for mailers to notify residents of a public hearing.

d. Report from Suzi Mickus on footstones being moved: This item was addressed prior to 4c. Julianne Melchor reported that Suzi Mickus has a general concern that footstones have been moved at Bryant Cemetery. Marilyn Gillham gave a report and thanked staff for cleanup at the cemetery.

5. Discussion and actions items:

a. Cemetery maintenance/restoration standards – headstone cleaning, leveling, repairing, landscape standards for potential volunteer projects (Mike Roberts): Mike Roberts stated he is hoping to have El Dorado High School students to participate in cleanup activities. Mary Cory gave a presentation on cleaning and preserving headstones as to determining material, condition assessment, maintenance, in-house vegetation management (herbicides can stain markers), contacting Master Gardeners and arborists to have specialists supervise; keeping records on all the headstones as any changes can change the historical aspect. Roger Runkle stated the family owns the markers and to be very careful about ‘fixing’ the markers and to find relatives. Julianne Melchor will contact Facilities regarding spraying in the cemeteries. Anyone doing assessments will need to go through the Adopt-a-Cemetery-Project Program.

b. Field trip to Kilgore Cemetery in Rancho Cordova: Mike Roberts stated that Melinda Peak suggested a field trip to Kilgore Cemetery as it is a well-funded, well-kept cemetery. Mike asked Melinda to take the lead and get some dates for a mid-week afternoon trip.

c. Guidelines for advocating for Zone of Benefit Ballot Measure (Mike Roberts): There was no discussion on this item.

d. Cemetery Funding (Mike Roberts): There was no discussion on this item.

e. Pioneer Memorial Parks (Mike Roberts): Discussion included religious values, cultural values of cemeteries; setting standards for historic cemeteries; defining what a Pioneer Park is; and looking at the best way to keep cemeteries maintained.

f. Vote on proposed resolution for committee restructuring: There was no discussion on this item.

6. Old Business:

a. Exchange of information with the NCIC: There was no discussion on this item.

7. Representative Reports (in order listed above, starting with District I):

- District I, Melinda Peak – No report.
- District II, Mary Tran – Did not visit sites this month but will do so soon.
- District III, Mike Roberts – Invited Paul Ruhkala to Placerville Union Cemetery to discuss restoration. Paul estimated \$600.00 to repair a broken headstone. Ed Bixby, new owner of Westwood Cemetery, has been educating Mike on ways of preserving historic cemeteries. Mike

met with Leah Applegarth, Leadership Coordination for Student Activities at El Dorado High School, who will work with Mike to find student volunteers for after school projects.

- District IV, Frank Clark – No report.
- District V, Vacant – No report.
- John Hidahl – asked if County staff were working with veterans groups to identify veterans interred in Mormon Island Cemetery.

8. Public comment (limited to 5 minutes each)

Marilyn Gillham thanked everybody for maintenance efforts at the Placerville Union cemetery. She volunteers at Lakeside Cemetery in Folsom and stated they are using Round Up around new and old markers, which are sinking in mud pits as a result of watering and rain.

Mike Roberts requested that forming a database sub-committee be placed on the next agenda.

9. Next meeting: The next monthly meeting will be held on September 25, 2019.

10. Adjournment: The meeting adjourned at 4:20 p.m. with a motion by Mary Tran and a second by Frank Clark.

Respectfully, Julie Hart, Administrative Technician

Committee Staff: Mary Cory, Museum Administrator  
Roger Runkle, Office of County Counsel  
Sherrie Busby, Administrative Services Officer, CAO, Airports and Cemeteries  
Julianne Melchor, Department Analyst, CAO, Airports and Cemeteries  
Julie Hart, Administrative Technician, CAO, Airports and Cemeteries