



# County of El Dorado

## Cemetery Advisory Committee

### Committee Members:

Melinda Peak, District I, Vice Chair

Larry Robinson, District II

Mike Roberts, District III, Chair

Frank Clark, District IV

Vacant, District V

Nichole Jordan, Archeological Representative

Vacant, Fraternal Organizations Representative

Ramona Tripp-Verbeck, Native American Cemeteries Representative

Lori Parlin, Board of Supervisors

Shelley Wiley, Board of Supervisors Alternate

Sheriff John D'Agostini, Coroner's Office

Sgt. Steven Schofield, Coroner's Office Alternate

Christopher Perry, Cemetery Director

Julianne Melchor, Cemetery Director Alternate

### MINUTES

September 22, 2021

- 1) The meeting was called to order by Chair Mike Roberts at 3:07 p.m. The meeting was held via Zoom and was recorded. The agenda was adopted, with a motion by Frank and a second by Melinda. The motion passed unanimously.
  - a. Committee members present: Melinda Peak, Mike Roberts, Frank Clark, Nicole Jordan, Chris Perry, Sup. Lori Parlin.
  - b. Committee members absent: Larry Robinson, Ramona Tripp-Verbeck
  - c. Staff present: Mary Cory, Julianne Melchor, Sherrie Busby
  - d. Guests: Ellen Osborne, DAR
- 2) The minutes from previous meetings that have not yet been approved by the committee will be presented for approval at the next meeting.
- 3) Introductions and announcements: Nichole Jordan was appointed by the Board to fill the vacant archeological representative position.
- 4) Staff reports: No report.
- 5) Discussion and action items:
  - a. Grand Jury Report: the Grand Jury published a report on Cemetery Management with six findings and four recommendations; the Board responded to the Grand Jury in August. Recommendation 3: Updating the Cemetery Ordinance, is in process. The Board's response to the Grand Jury Report will be posted on the CAC page on the Cemetery website.
  - b. Cemeteries Work Plan – in response to questions from the Board at the June budget meeting, Chris and staff prepared a Cemeteries work plan and presented it to the Board at their 9/21 meeting (the work plan will be saved on the CAC webpage and sent to CAC members). One important item on the work plan is a fee study, which will be conducted over the winter for the Planning and Building Dept.; this fee study will include cemetery fees.
  - c. Annual report to BOS: Between the Grand Jury response and the work plan presentation, the Board has been updated recently on CAC and cemetery activities; Chris suggested coordinating staff efforts and the CAC to do an annual report in the spring of 2023 (April/May – fee schedule would be included in this update).
  - d. Bylaws – approve draft bylaws: Mary Cory edited the bylaws presented by Mike last year to resolve consistencies and errors. Mary made the bylaws consistent with those of other advisory

committees, and Mike started with bylaws from several committees and commissions that were shared with him by Sup. Hidahl. Melinda suggested a delay to allow more time to review the revised bylaws. Mike will email a copy of the revised bylaws to committee members. Mike made a motion to delay approval of the bylaws for one month; Melinda seconded the motion. The motion passed unanimously.

- e. Report from NCIC ad hoc subcommittee: see attached report from Nicole Jordan.
  - f. Save the Graves update: Buried History is moving forward with plans for the October event at the Placerville Union Cemetery (Oct. 22<sup>nd</sup> and 23<sup>rd</sup>). Characters are Harley Dillinger, Lulu Weatherwax, Stella Ralston Tracy, Nancy Ross Gooch (buried at Coloma Pioneer), Joseph Staples, Dr. Kunkler, and Elwin Veerkamp. Using proceeds from the last event, replacement railings, section signs, and road repairs are being completed in the cemetery. The DAR rock with plaque will be moved to the cemetery before the event.
- 6) Old Business:
    - a. Cemetery inspections: remove from list.
    - b. Cold Springs Cemetery complaint
    - c. Simplified budget overview and actuals
  - 7) Representative Reports: District 1—Melinda visited Mormon Island and noted some odd things: hay spread over a grave, a wooden chair, and a McDonald’s cup placed near a grave. Melinda indicated we need rules posted at as many cemeteries as possible. District 3—Mike reported the big cemeteries in Placerville are fine, we had some “campers” at Placerville Union during the Caldor Fire. District 4—everything is good.
  - 8) Public comment (limited to five minutes each): Ellen thanked everyone for allowing her to sit in on the meeting.
  - 9) Next meeting: October 27, 2021, in person, if possible. Agenda items are due two weeks before the meeting. Lori suggested using the BOS meeting room or the closed-session room for hybrid meetings (Zoom and in-person).
  - 10) Adjournment: The meeting was adjourned.

Staff: Mary Cory, Administrator, El Dorado County Museum  
Roger Runkle, Office of County Counsel  
Sherrie Busby, Administrative Services Officer, Planning and Building Dept., Airports and Cemeteries Divisions  
Jessica Dillon, Planning and Building Dept., Assistant to Chris Perry