



County of El Dorado

See below for meeting location.

Minutes - Draft Cemetery Advisory Committee

Mike Roberts, District III, Chair
Melinda Peak, District I, Vice Chair
Frank Clark, District IV
Nicole Jordan, Archeological Representative
Kimm Richwine, Fraternal Organizations Representative
Ramona Tripp-Verbeck, Native American Cemeteries Rep.
Lori Parlin, Board of Supervisors
Shelley Wiley, Board of Supervisors Alternate
Sheriff Jeff Leikauf, Coroner's Office
Sgt. Steven Schofield, Coroner's Office Alternate
Christopher Perry, Cemetery Director
Julianne Melchor, Cemetery Director Alternate
Vacant, District II
Vacant, District V

Wednesday, June 28, 2023

3:00 PM

<https://edcgov-us.zoom.us/j/83449546336>

330 Fair Lane, Building A, Conference Room D and Live-Streamed

PUBLIC PARTICIPATION INSTRUCTIONS: The Committee meeting room will be open to the public. The meeting will continue to be live-streamed via Zoom. By participating in this meeting, you acknowledge that you are being recorded.

Members of the public may address the Committee in-person or via Zoom to make a public comment. The public should call into 530-621-7603 or 530-621-7610. The Meeting ID is 834 4954 6336. Please note you will not be able to join the live-stream until the posted meeting start time. To observe the live stream of the Committee meeting go to <https://edcgov-us.zoom.us/j/83449546336>. If you are joining the meeting via zoom and wish to make a comment on an item, press the "raise hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. Speakers will be limited to 5 minutes.

Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Committee is to attend in person. Except for a noticed teleconference meeting, the Committee reserves the right to conduct the meeting without remote access if there is a malfunction

If you choose not to observe the Committee meeting but wish to make a comment on a specific agenda item, please submit your comment in writing. You are encouraged to submit your comment in writing by 4:00 PM on the day before the meeting to ensure the Committee has adequate time to review. Please submit your comment to the Merrie Trujillo at merrie.trujillo@edcgov.us. Your comment will be placed into the record and forwarded to Committee members.

PROTOCOLS FOR PUBLIC COMMENT

Public comment will be received at designated periods as called by the Committee Chair.

Individuals will have five minutes to address the Committee. Except with the consent of the Committee, individuals shall be allowed to speak to an item only once.

Individual Committee members may ask clarifying questions but will not engage in substantive dialogue with persons providing input to the Committee.

If a person providing input to the Committee creates a disruption by refusing to follow Committee guidelines, the Committee Chair may take the following actions:

Step 1. Request the person adhere to Committee guidelines. If the person refuses, the Committee Chair may turn off the speaker's microphone.

Step 2. If the disruption continues, the Committee Chair may order a recess of the Committee meeting.

Step 3. If the disruption continues, the Committee Chair may order the removal of the person from the Committee meeting.

CALL TO ORDER AND ROLL CALL

Present: 6 - Wiley, Melchor, Peak, Roberts, Jordan and Richwine

Absent: 3 - Clark, Tripp-Verbeck and Schofield

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

A motion was made by Kimm Richwine, seconded by Nicole Jordan to approve the Consent Calendar and to adopt the agenda for the 06/28/23 meeting and to approve the minutes of the 4/26/23 meeting.

Yes: 6 - Wiley, Melchor, Peak, Roberts, Jordan and Richwine

Absent: 3 - Clark, Tripp-Verbeck and Schofield

The Committee may make corrections to the agenda and adopt the agenda and the Consent Calendar with one single vote. A Committee member may request an item be removed from the Consent Calendar for discussion and separate Committee action or may move items to the Consent Calendar. At the appropriate time as called by the Committee Chair, members of the public may make a comment on matters on the Consent Calendar prior to Committee action.

CONSENT CALENDAR

1. **22-1768** Approve Agenda and Minutes: Staff recommending the committee approve the agenda for June 28, 2023 and approve the minutes from the April 26, 2023 meeting.

END OF CONSENT CALENDAR

DISCUSSION ITEMS**2. 22-1140** Staff Report

Julianne reported on recently visited cemeteries to research cemetery software and ossuaries. Approved landscape contract has resulted in lots of landscape maintenance completed at Placerville Union, El Dorado, and Georgetown cemeteries. A very successful Adopt-A-Cemetery project was completed at El Dorado. Cemetery administration has purchased replacement vases and rosettes for Placerville Union mausoleum. A resident from the Swansboro area called stating that after heavy rains, many depressions are visible. Mike volunteered to go visit site to determine if archeologists should pursue. Julianne is currently preparing a Legistar item to allow Cemetery Division to accept donations under 10K with department head approval. Julianne is preparing updates to Cemetery Ordinance and Management and Operations Plan. All CAC suggestions will be considered and a draft will be provided to the CAC.

3. 23-0817 Development Projects

The grading permit for the parcel with the Billy Bowman grave was received. Per County planner all property lines have a 30' setback including Billy Bowman's. Julianne recommended reducing set back, but recommendation was overruled and plans were re-drawn to provide a 30' setback. Cemetery staff continue to receive development notifications and follow up by researching proximity of development to cemeteries and burial sites.

OLD BUSINESS**4. 23-0183** Cemetery research conducted by university students

Two students from Sonoma State will be touring Placerville Union and El Dorado cemeteries on 7/14/23. A list of proposed projects was developed from the sub committee and will be provided to students to determine if any of the projects are of interest to them. Melinda suggested that perhaps the museum would have more information on cemeteries that may be of interest to the students.

5. 22-2199 CAC Membership

Nicole will be resigning from her role on CAC. Discussion revolved around possible archeologists that might be interested in serving on the CAC. Nicole and Melinda have contacts that they will reach out to. Charlane Gross (previous CAC member) may be another candidate to recruit.

6. 23-0239 CAC report to Board of Supervisors

Mike will prepare report to the BOS when time permits.

7. 22-1520 Proposed workshop with Supervisor Turnboo and Larry Robinson

Multiple attempts to coordinate a workshop with Supervisor Turnboo have been unsuccessful, so agenda item will be removed.

REPRESENTATIVE REPORTS

(in order listed above, starting with District I)

Melinda Peak acknowledged that Mormon Island looks well maintained. Mike Roberts discussed recent North County Cemetery Crawl for ARC. He expressed appreciation for cemetery administration in supporting volunteers cleaning/repairing headstones. Mike provided update on Save the Graves planning, need volunteers and actors. Kimm Richwine reported that she has had great success with volunteers working in Mormon Island cemetery as part of the volunteer requirement of a local school. DAR has created mini headstone cleaning kits available for purchase. In recognition of Juneteenth, Kimm and volunteers placed flags on graves in Mormon Island.

OPEN FORUM

Mike Roberts requested budget information including last year and current year be provided to the CAC. Extensive discussion revolved around possible hydrologic issues at Mormon Island cemetery. Both Melinda Peak and Kimm Richwine described multiple holes in the cemetery. Melinda is concerned that the development of the storage facility across from the cemetery may result in additional drainage issues. Nicole Jordan pointed out that the design of proposed ossuary in Placerville Union should be reviewed to ensure that archeological consideration is given to the design so that it doesn't detract from the historical significance of Placerville Union. Marilyn Gillham inquired who is the authority for the interment of cremains and if cemetery administration will be handling human composting in the same manner. Roger Runkle explained legislation is currently being developed and the County will follow guidelines once they have been provided.

NEXT MEETING

July 26, 2023 3:00 P.M. – 2850 Fairlane Ct. Building C, Technical Advisory Committee (TAC) Room

ADJOURNED AT 5:21 P.M.