

MINUTES OF REGULAR MEETING  
Rio Vista-Montezuma Cemetery District

10:00 A.M.  
Tuesday, October 8, 2024

1016 Hwy. 12  
Rio Vista, CA 94571

**CALL MEETING TO ORDER/ROLL CALL**

Meeting was called to order at 10:00 A.M. by Chairman Becky Burch;  
Present: Jim Monahan, Trustee; Jean Rubier, Trustee; Shelly Landi, Trustee  
and Joana Rodriguez, Manager

**PUBLIC COMMENTS**

No public comments

**MANAGERS REPORT**

There was a burial for Donald Kelley on September 19 and Anita Perry on September 24. We had Gerhard Buetschi from Switzerland stop by and visit the gravesite of James & Jan Stewart. Gerhard was here to attend his 50th Rio Vista High School class reunion. CPR/AED Training has been rescheduled for Tuesday, November 5 at 9:00 a.m. with Steve Wood from Golden State Risk Management Authority. The GSRMA conference in Corning will be held on October 24 and 25. There is a need to have a large headstone moved with a crane about 2 feet from where it is currently located

**MEMORANDUM OF UNDERSTANDING (MOU) FOR GOLDEN STATE RISK MANAGEMENT AUTHORITY GSRMA-**

The Board reviewed the Memorandum of Understanding letter from GSRMA. It was MSP (Jim Monahan/Jean Rubier) to approve the MOU letter from GSRMA. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

**WORKPLACE VIOLENCE PREVENTION PLAN-**

The Board reviewed the Workplace Violence Prevention Plan. It was MSP (Shelly Landi/Jim Monahan) to approve the Workplace Violence Prevention Plan. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

## **LOCKOUT/TAGOUT PREVENTION PROCEDURES**

The Board reviewed the Lockout/Tagout Prevention Procedures. It was MSP (Jean Rubier/Shelly Landi) to approve the Lockout/Tagout Prevention Procedures. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

## **ADT ALARM MONITORING SERVICE AND SURVEILLANCE SYSTEM PROPOSAL FOR RIO VISTA AND SHILOH LOCATIONS.**

The Board reviewed the ADT alarm monitoring service and surveillance system proposal. It was MSP (Becky Burch/Jean Rubier) to approve the proposal for the ADT alarm monitoring service and surveillance system for Rio Vista and Shiloh. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

## **KUBOTA FRONT LOADER**

The Board reviewed the Kubota Front Loader proposal from Dolk Tractor. It was MSP (Jean Rubier/Becky Burch) to approve the proposal for the Kubota Front Loader. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

## **BOARD OF TRUSTEE VACANCY**

Waiting for Wes Stewart to return his application to the District for further submission to Supervisor Mitch Mashburn's office for review.

## **APPROVAL OF MINUTES**

The Board reviewed the minutes of the regular meeting on September 10, 2024. It was MSP (Jim Monahan/Shelly Landi) to approve the minutes of the September 10, 2024 meeting as read. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

## **APPROVAL OF ACCOUNTS PAYABLE**

The Board reviewed the accounts payable for September 2024. It was MSP (Jean Rubier/Shelly Landi) to approve the following account payable. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

**Accounts Payable for September 2024 - See Attached**

**MEMBERS REPORT**

Jim Monahan spoke about the two buildings out at Collinsville Cemetery in need of repairs. Becky Burch mentioned the memorial bench to be ordered and placed at Collinsville and then getting two plaques in memory of Patricia Gates and Richard Dana. Becky also mentioned getting an update from Tyra Hayes in regards to the Solano County District MSR which was scheduled to go to the LAFCO Commission meeting in October.

**ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned at 11:29 A.M.

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The presiding Director of the November 12, 2024 meeting hereby certifies that the above minutes were approved as read or corrected.