

Kern River Valley Public Cemetery District
Minutes of the Regular Board of Trustees Meeting – Tuesday, January 12th 2021 @ 1:00 PM

KERN RIVER VALLEY PUBLIC CEMETERY DISTRICT
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
Tuesday January 12th, 2021 @ 1:00 PM
District Office: 8441 Burlando Road Wofford Heights, CA 93285 County of Kern
Due to the Covid-19 Pandemic, this meeting was held via conference call.

Present: John Blythe, Chairperson/President, Board of Trustees
Mark Montgomery, Member, Board of Trustees
Esteban Olivares, Member, Board of Trustees
Harry Schustz, Member, Board of Trustees
Gerald Wenstrand, Member, Board of Trustees
Randy Kyt, District Manager
Laura Kyt, District Secretary/Clerk of the Board

- A. CALL TO ORDER: Meeting was called to order by Chairperson Blythe at 1:02 PM
- B. ROLL CALL ROLL CALL – QUORUM PRESENT (5 Trustees Present)
- C. PLEDGE OF ALLEGIANCE AND INVOCATION: Manager Kyt gave the Pledge of Allegiance and Invocation.
- D. PUBLIC COMMENT, REQUESTS AND PRESENTATIONS: None
- E. DISTRICT BOARD OF TRUSTEES OFFICERS ELECTION:
 - 1. Chairperson / President: Harry Schustz was nominated for the position as Chairperson of the Board / President and accepted.
 - 2. Vice Chair / Vice President: Mark Montgomery was nominated for the position as Vice Chair / Vice President and accepted.

Motion was made by Trustee Olivares to close nominations and elect the District Board of Trustees Officers as presented; second by Trustee Wenstrand and passed.

- F. SECRETARY’S REPORT: Laura Kyt, Secretary
Secretary Kyt reports that she resumed working part-time at 20 hours per week on November 9th. She continues to be under medical care for injuries sustained in a car accident on July 7th. Trustees have expressed concern about district’s backlog of administrative duties and concurs that there is a need to hire new part time staff. The district’s backlog includes the prior board meeting minutes, accounts receivable, state controller’s reports, sales tax and air resources control board. Secretary Kyt will look to see about getting a part-time office assistant and/or an accountant.
- G. BOARD MEMBER ANNOUNCEMENTS OR REPORTS NOT APPEARING ON THE AGENDA:

Chairperson Blythe: Congratulations to Harry as new Chair and Mark as Vice Chair and please feel free to contact him for any questions they may have in these leadership positions.

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Trustee Montgomery: No comment.

Trustee Olivares: Congratulations to Harry and Mark.

Trustee Schustz: Thank you for showing confidence to electing him to the position of Chair/President. He will try to do a good job.

Trustee Wenstrand: It was great to hear everyone's voices, and everyone is covid safe. Appreciates the compatibility of the board and the quality of the board currently.

H. DISTRICT PERSONNEL ANNOUNCEMENTS OR REPORTS:

Manager Kyt: Wreathes Across was successful, though not as many wreathes due to the pandemic. He is working on getting the driveway asphalt resolved. There is also some controversy with a headstone with the Jones family. He also shows appreciation to the board for their support of Laura and her car accident last year and hopes she will be back 100% soon.

Secretary Kyt: Has been looking at potential new board member to fill vacancy.

I. CONVENE JANUARY MEETING AND RECONVENE IN FEBRUARY: Manager Kyt requests this meeting to be reconvened next month to close out process related to FEMA 4305-DR-CA as well as finish other unfinished business that requires attention. This meeting will reconvene on February 10th, 2021 at 1:00PM.

J. CONFIRM FEBRUARY MEETING SCHEDULE TO RECONVENE:
A motion was made by Trustee Blythe to reconvene this meeting on February 10th, 2021 at 1:00PM; second by Trustee Olivares and passed.

K. SCOPE OF TRUSTEES COMPENSATION: Trustee Blythe motioned to accept regular stipend for this meeting; second by Trustee Montgomery and passed.

L. NEXT REGULARLY SCHEDULED MEETING: Tuesday March 9th, 2021 at 1:00 PM

M. MOTION TO ADJOURN: Meeting was adjourned at 1:35PM by Trustee Wenstrand and second by Trustee Montgomery and passed.

Respectfully submitted by

John Blythe

John Blythe
District Administrative Assistant

(These minutes were officially transcribed on June 26, 2024 for public record from meeting notes that were on file/available.)