



# County of El Dorado

See below for meeting location.

## Minutes - Final 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*

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Wednesday, April 26, 2023

3:00 PM

<https://edcgov-us.zoom.us/j/82875593759>

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2850 Fairlane Ct. Building C, Technical Advisory Committee Room or 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.

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 828 7559 3759. 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/82875593759>.

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.

By participating in this meeting, you acknowledge that you are being recorded.

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](mailto: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.

## 3:00 CALL TO ORDER AND ROLL CALL

**Present:** 7 - Clark, Wiley, Melchor, Peak, Roberts, Jordan and Richwine

**Absent:** 2 - Tripp-Verbeck and Schofield

## ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

**A motion was made by Frank Clark, seconded by Kimm Richwine to approve the Consent Calendar, Adopt the Agenda for the 04/26/23 meeting and Approve the Minutes of the 02/22//23 meeting.**

**Present:** 7 - Clark, Wiley, Melchor, Peak, Roberts, Jordan and Richwine

**Absent:** 2 - Tripp-Verbeck and Schofield

The Committee may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar 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. 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 April 26, 2023 and approve the minutes from the February 22, 2023 meeting.

**END OF CONSENT CALENDAR**

**DISCUSSION ITEMS**

2. **22-1140** Staff Report  
  
Julianne reported on CAC bylaws, new resolution needed to present to BOS before changes can be made. Shelley will reach out to Supervisor Parlin regarding CAC formation resolution. Also reported upcoming volunteer clean up at El Dorado Cemetery. Kimm discussed Wreaths Across America at Mormon Island. Julianne presented YTD budget information.

3. **23-0817** Development Projects  
  
Julianne reported on several development projects near cemeteries: Cameron Ranch TM-E22-0007, Rancho Victoria Subdivision TM22-0004, Entenmann 362037 CE D20230222

**OLD BUSINESS**

4. **23-0183** Cemetery research conducted by university students  
  
Sub Committee met with Alexis from Sonoma State to identify possible student projects.
5. **22-2199** CAC Membership
6. **23-0239** CAC report to Board of Supervisors
7. **22-1520** Proposed workshop with Supervisor Turnboo and Larry Robinson

**REPRESENTATIVE REPORTS**

(in order listed above, starting with District I)

**Melinda Peak - Thanked Kimm Richwine for trimming of branch at Mormon Island cemetery that was hitting tablet. Clarksville cemetery families hold clean up day in cemetery. Steve Ferry wanted to assist with cemetery clean-up, Melinda to reach out to him. Mike Roberts - Shared Save the Grave planning, in need of script writers, ARC cemetery tour 4/29/23. Researching ideas, costs for iron arch for Placerville Union for STG. Frank Clark - Tree down at Greenwood that damaged fence line. Frank will contact Growlersberg for clean-up assistance. Kimm Richwine - Will be reaching out to American Legion Veterans Groups for WAA support. DAR would like plaque recognizing Revolutionary War Patriots placed at Mormon Island cemetery. Will email photo and plaque information to Julianne for submittal to BOS. Nicole - reminder that human remains are often found outside of current cemetery fences. Care should be exercised whenever working near cemetery fence lines.**

## **OPEN FORUM**

## **NEXT MEETING**

June 28, 2023 3:00 P.M. – 330 Fair Lane Building A, Conference Room D, Placerville. This meeting will be live-streamed.

**ADJOURNED AT 4:30 P.M.**