



County of El Dorado Cemetery Advisory Committee

Committee Members:

Creighton Avila, Deputy CAO, Cemetery Director
Bonnie Wurm, Cemetery Director Alternate
Melinda Peak, District I
Vacant, District II
Mike Roberts, District III
Frank Clark, District IV
Joan Wicklund, District V

Brian Veerkamp, Board of Supervisors
Kathy Witherow, BOS Alternate
Sgt. Troy Morton, Coroner's Office
Vacant, Archeological Representative
Ramona Tripp-Verbeck, Native American Cemeteries
Jeffrey A. Schmidt, Fraternal Organizations, Chair

MINUTES

January 24, 2018

1. The meeting was called to order by Chairman Jeff Schmidt at 3:05 PM. Committee members present: Bonnie Wurm, Jeff Schmidt, Ramona Tripp-Verbeck, Mike Roberts, Frank Clark, Joan Wicklund, Melinda Peak, and Sgt. Troy Morton. Guests: Mary Ann Schroth, Ray LeVitt, Supervisor John Hidahl, and Ellen Osborn. County Staff: Julianne Melchor, Roger Runkle and Mary Cory. The agenda was adopted.
2. Elections:
 - (a) Chairman – Jeff Schmidt was nominated and elected
 - (b) 1st Vice Chair – Mike Roberts was nominated and elected
 - (c) 2nd Vice Chair – Joan Wicklund was nominated and elected
 - (d) Secretary – Mary Cory was nominated and elected
3. The minutes of November 29, 2017 were approved as written.
4. Introductions and Announcements
 - (a) Bonnie announced that Art Cort, District 2 Representative, has resigned from this Commission. She asked for suggestions of possible replacements.
5. Discussion and Reports:
 - (a) DAR Plaque at Placerville Union Cemetery – Ellen Osborn distributed the revised wording and thanked Melinda Peak for her suggestions. Ellen is still waiting for the Native Sons of the Golden West to confirm the date of their purchase and will be submitting all supporting documentation along with the final wording to the National DAR office. Ellen requested that the Placerville Union history posted on the Cemetery Operations website be corrected to reflect the research and documentation she has pulled together before she submits her application.
 - (b) Burial Permits archived at the County Museum – Mary Cory reported that the Museum indexes and files county burial permits after they are no longer needed by other County Offices. She distributed a table showing the number of burial permits archived at the County Museum from 2003 to 2016. It does appear that not all burial permits are getting to the archives. There was a discussion about the forms required by the State and the County, the role of the Coroner's Office, and how burials are documented.
 - (c) Cemetery Operations Staff report:
 - i. Review of Brown Act – Julianne distributed two-page summary and asked Committee members to read through it and bring their questions to the next meeting.
 - ii. Cemetery Budget Review – Julianne reported that the County is transitioning to a new financial system and will bring budget information to the Committee

- at a later meeting.
- iii. Summary of Burials – Mike asked for a current status report at each meeting regarding burials handled by the Cemetery Operations office. He is concerned about undocumented or illegal burials occurring in pioneer cemeteries.
- (d) Representative Reports
- i. BOS Alternate – no report
 - ii. Coroner's Office – no report
 - iii. Native American Cemeteries – no report
 - iv. Fraternal Organizations – Jeff Schmidt reported that he has been working on his cemetery reports; the Native Sons Parlor #91 would like to adopt the Greenwood Cemetery
 - v. Archaeological Representative – no report
 - vi. District I – Melinda Peak stated that she has reports on five cemeteries, and thanked Julianne for resolving the concerns at St. Michaels. She has questions about the Mormon Island Relocation Cemetery: are the new burials authorized and are the improvements authorized. Bonnie reported that burials and improvements are approved by her. Melinda would like to see a long-term management plan, and asked to see the Ground Penetrating Radar report and the fence location. Melinda expressed her concern about accessing private cemeteries.
 - vii. District II – no report
 - viii. District III – Mike Roberts stated that he has completed his reports and turned them in to the Cemetery Operations Office along with photographs of the cemeteries. He found the experience very helpful.
 - ix. District IV – Frank Clark reported that they are still being thanked for fixing the fence at Greenwood.
 - x. District V – Joan Wicklund visited the Camino Cemetery and passed around photographs showing its current condition. She reported that there was a recent burial, which Bonnie noted was a “pre-need” in a family plot and was authorized. Joan is concerned that this cemetery is not being properly cared for. This led to a discussion about the complicated nature of establishing title for many of the cemeteries in the County. Roger Runkle, with County Counsel, commented on the many hours needed to research cemetery ownership and he is currently working on other cemeteries at the direction of the Board of Supervisors.
6. Public Comment
- (a) Ray LeVitt, with the Kelsey Cemetery District, reported that they now have the deed for their cemetery.
 - (b) Mary Ann Schroth reported that she drove out Gilmore Road to look at the parcel being considered for development as a “green” cemetery, and noted that there is some work being done there. Bonnie said that the cemetery development has not yet been approved.
7. The meeting was adjourned at 4:30 PM. The next meeting will be February 28, 2018 in Conference Room A.

Mary Cory, Museum Administrator

Committee Staff: Museum Administrator, Mary Cory
Office of County Counsel
Community Development Services, Operations Unit, ASO, Sherrie Busby
Community Development Services, Operations Unit, Dept. Analyst, Julianne Melchor