

# Minutes

## Meridian Cemetery Maintenance District Regular Board Meeting

<b>DATE</b>	January 2, 2025
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<b>TIME</b>	7:00 A.M.
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<b>MEETING CALLED TO ORDER BY</b>	Chairman Drew Eggers at 7:00 A.M.
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### IN ATTENDANCE

Chairman Drew Eggers, Commissioner Nic Gibson, Manager Mark Magdaleno, Portia Flynn Secretary, and Attorney Abbey Germaine

### APPROVAL OF MINUTES

The Board reviewed the minutes from the December 5, 2024, meeting.

- Commissioner Gibson moved to approve the minutes from December 5, 2024, as presented. Seconded by Chairman Eggers. All in favor. Motion passed.

### APPROVAL OF EXPENSES

- Commissioner Gibson made a motion to approve the November 2024 expenses as presented. Seconded by Chairman Eggers. All in favor, Motion passed.

### MANAGER'S REPORT

Mark Magdaleno started his report with information about the Operational Bank Account. Office Depot and Home Depot are two accounts that we no longer need to keep. We are carrying a credit of approximately \$1700.00 between the two accounts. It would be easier to purchase those items on his debit card and log them to the appropriate account. Easier to track and keep account current.

Portia suggested that it would be more consistent for the Operational Account to take the amount deposited last year into the account and average it out over twelve months and that will be the monthly deposit. If there is a need for an added amount, Mark will let Portia know to deposit more. This amount will be approximately \$1200.00 per month.

- Commissioner Gibson made a motion to approve averaging out the monies for deposit in the Operational Account for consistency. Seconded by Chairman Eggers. All in favor, Motion passed.

Mark shared that he was contacted by Idaho Counties Risk Management Program (ICRMP) and found out that we did not have the correct amount of insurance on the buildings. They did a due diligence walk through and a full inspection in December 2024 and will be sending out policy documentation to show what the new premiums will be in October 2025, which will include the new expansion and power box. Commissioner Gibson asked if it would be prudent to get other bids. Abbey said that she believes that other insurance companies are more expensive, and ICRMP insures most government agencies. The new premium payments will not begin until October 2025, which gives the Board time to discuss the issue further once they receive the new policy documents.

Staffing: Mark shared that we now have four Full Time employees:

- Mark Magdaleno – Manager
- Kyle Peterson – Foreman
- Matthew West - Crew
- Diego Herrera - Crew

Mark shared personal history about each employee and will find a time that works for all the employees to meet the Board at a future meeting. Abbey asked if they were all full time and Mark shared that as of January 6, 2025, Matthew and Diego became full time.

## **FINANCIAL REPORT**

- Commissioner Gibson made a motion to approve the November 2024 Budget to Actual Report as presented. Seconded by Chairman Eggers. All in favor, Motion passed.

## **NEW BUSINESS**

Chairman Eggers asked if we need to discuss a levy submission. Portia will check into it and report back at the next meeting.

Abbey prepared the Resolution extending the moratorium on lot sales for six months, which will be the end of March 2025. The Resolution will expire unless the Board votes to extend it. We are waiting on a plot plan until releasing the lots for sale.

- Commissioner Gibson made a motion to approve the Resolution to extend the moratorium on lot sales for six more months as presented. Seconded by Chairman Eggers. All in favor, Motion passed.

Abbey stated that January 31, 2025, was the deadline for the finish of the audit and would like to know if Kaylynne was on track to have it completed. Portia will check with KayLynne and email Abbey.

Chairman Eggers stated that he will be on vacation for the February 2025, Board Meeting and would the Board like to keep the scheduled meeting or cancel and have the next meeting in March as scheduled?

- Commissioner Gibson made a motion to cancel the February 6, 2025, Board Meeting and continue the regular schedule for the Board Meeting on March 6, 2025. Seconded by Chairman Eggers. All in favor, Motion passed.

## **PERSONNEL DISCUSSION**

Chairman Eggers stated that there was no need for Executive session and that unless anyone else has input, we will continue with our personnel as is.

## **PUBLIC INPUT**

No public input.

## **EXECUTIVE SESSION**

The Board did not call for an executive session.

## **NEXT MEETING**

March 6, 2025, at 7:00 A.M.

Chairman Eggers adjourned the meeting at 7:45 A.M.

Attest:

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Chairman Drew Eggers  
Chairman of the Board

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Portia Flynn  
Secretary/Treasurer