

**ORLAND CEMETERY DISTRICT**  
Board of Trustees Meeting Minutes  
Tuesday, April 14, 2026  
9:00 a.m.

A Regular meeting of the governing Board of the Orland Cemetery District (OCD) was held at the Orland Cemetery District Office, located at 3900 County Road “P”, Orland, California 95963 at 9:00 a.m.

Public Notices were posted by the Secretary of the Board on **Wednesday, April 8, 2026**, at the following locations:

1. OCD Office – 3900 County Road “P”, Orland, CA 95963.
2. The OCD website – <http://orlandcemeterydistrict.com>.

**CALL TO ORDER, ROLL CALL**

Chair Rick Beale called the meeting to order at 9:03 a.m., those in attendance were as follows:

**FLAG SALUTE**

Led by Rick Beale, Chair.

**Trustees present:**

Rick Beale, Chair  
Kevin Donnelley, Vice-Chair  
Dottie Tefelski, Trustee Veteran Liaison

**Additional participants:**

Staci Buttermore, District Manager/Secretary of the Board  
Chris Ollenberger, Grounds Foreman

**Public present:**

There were no guests present.

**PUBLIC COMMENTS**

None.

**5. CONSENT CALENDAR**

**A. Approval of February 2026, Monthly Financial Expenditures/Claims Report:**

**B. Approval of March 10, 2026, Board Meeting Minutes:**

*Motion: To approve April 14, 2026, consent calendar, as presented.*

Motion: Donnelley – Move approval

Second: Tefelski

Yes: Beale, Donnelley, Tefelski

Abstain: None

No: None

Absent: None

Motion: **PASSED Unanimously**

**6. INFORMATION ITEMS:**

**A. Grounds Foreman Report:**

**1. Monuments/Headstones:**

- Various headstones and monument pads were poured during the month of March 2026.
- Discussion on the damaged headstone: Jonathan Perez – This stone is being replaced due to the damage that was caused during installation. The District will be paying for this expenditure. (Reported by District Manager)
- Adios Tree Trimming – Performed dead limb removal for (6) trees.
- Masonic Building – Painting has been completed.
- Lower Device – Welding repairs have been suggested. Trustees recommend Ponci's Welding or Kraemer's Mnf.
- Gazebo Restrooms – Septic system has been cleaned. Several large root balls were removed.

**2. Grounds/Project Update:**

- Weed spraying/fertilizing: Continues throughout all cemeteries.

**B. Manager's Monthly Report:**

**1. Incidents/Safety Report:**

- On April 1, 2026, a large tree branch came down in section 6. It appears that the branch was not correctly pruned with enable an area of the branch to decay. No headstones were damaged.

**2. Correspondence/Community Communications:**

- Final-Decisional Notice – Department of Veterans Affairs – Notice of Denial received for Jerry Don Treece. The Veteran's Affairs was unable to verify qualifying service.
- Final-Decisional Notice – Department of Veterans Affairs – Notice of Denial received for John Franklin Jones Jr. Grave is considered marked.

**3. Events Scheduled/Attended:**

- District Manager Buttermore attended the CAPC Annual Conference that was held March 18, 2026 – March 21, 2026, in Garden Grove. The following topics were discussed:
  - Ethic Training (AB 1234).
  - Disaster Preparedness for Public Entities.
  - Combined group session.
  - Visit with industry vendors.
  - Networking with colleagues.
- Legislative Days April 7 & 8, 2026. District Manager was unable to attend due to District business.
- Staff will be attending the Roseville Cemetery Equipment show and Safety Training on April 24, 2026, in Roseville.

6. **INFORMATION ITEMS:** (Continued from Page 2)

**B. Manager's Monthly Report:**

4. Burial Report (March 2026): (7) Full Burials – (3) Cremation Burial:
  - Lembret Ratassepp – Masonic Cemetery – 03.04.2026.
  - Marcos Carrillo – Catholic Cemetery – 03.06.2026.
  - John Daugherty – IOOF Cemetery – 03.07.2026.
  - Ollie Hendon – IOOF Cemetery – 03.10.2026.
  - Antonia Mercado – Catholic Cemetery – 03.13.2026.
  - Victoria Williams – IOOF Cemetery – 03.18.2026.
  - Jessie Perry – Catholic Cemetery – 03.20.2026.
  - Vincent Clark – IOOF Cemetery – 03.23.2026.
  - Laura Blevins – Artois Cemetery – 03.26.2026.
  - Maria Perez de Flores – Catholic Cemetery – 03.27.2026.
5. Sales and Deposits March 2026:
  - (3) Pre-needs.
  - (8) Contract Payments.
  - (9) Burial Payments.
  - (3) Pre-Need with Grave Purchases.
  - (1) Vase Payment (Resale through Advance Monument).

7. **NEW BUSINESS:**

**A. RMAP Requirements: (Review/Discussion/Policy Development)**

The Orland Cemetery District received notice that their 2025-2026 RMAP application received a score of 10% and will be awarded \$3,128.20.

**B. 2026 Barceloux-Tibessart Foundation Grant Proposal:**

This proposal has been submitted with an estimated award date of July 2026.

**C. GSRMA Final True-up:**

The final true up numbers were computed, with a Workers' Compensation adjustment of (\$729.00) and a General Liability adjustment of (\$908.00).

**D. 2026 GSRMA Loss Prevention Subsidy Fund Reimbursement:**

The District received \$1,000.00 for GSRMA for their Loss Prevention Subsidy. These funds were used by the District Manager to attend a training conference.

**E. IOOF Section 5 – Veterans Area Discussion:**

Chair Rick Beale stated that he has contacted the U.S. Army Donation Program. This program provides surplus military equipment for public displays. Staff was directed to complete the necessary paperwork and requirements for this program. This request will need Board of Supervisor's approval.

Staff was also directed to create an outline policy for memorial decorations in Section 5 of the IOOF Cemetery. This policy is to be presented at the May 12, 2026, board meeting.

**F. Resolution No. 2026-03-10 – A resolution authorizing liquidation of 1999 gator utility vehicle:**  
This item was sold through BidCal on 03/25/2026. It was reported that the District will be receiving \$1,820.00 for the sale of this vehicle.

**8. OLD BUSINESS:**

**A. Orland Cemetery District Glenn County’s Indigent Burial Update:**

District Manager reported that there was no update for this project.

**B. Orland Cemetery District – Reclaimed Graves Update:**

The District Manager reported that a Notice of Hearing has been scheduled for April 15, 2026, at 2:30 p.m. at the Superior Court, 526 West Sycamore Street, Willows, CA 95988.

**C. Orland Cemetery District Audit 2023-2024: Discussion/Update:**

District Manager reported that the District Audit has been received and there were no findings to report.

**D. JCB – Equipment Maintenance Update: (Discussion)**

Manager reported that staff have been directed to work with local JCB certified mechanics for future maintenance needs.

**9. Closed Session:**

The Board convened into Closed Session at 12:15 p.m. pursuant to Government Code 54957 (b) (1) to discuss a matter involving employee discipline.

**10. Return to Open Session:**

The Board returned to open session at 12:45 p.m. The District Manager reported to the Board regarding the incident and outcome. After discussion and review, no further action was taken by the Board.

**11. Trustee Discussion and Comments:**

**A. Trustee Comments and Event/Function Report Out:**

No report for this meeting.

**B. District Manager Comments and Event/Function Report:**

No report for this meeting.

**12. Upcoming Conference/Training:**

**Roseville Cemetery Equipment Show & Safety Training** – Friday, April 24, 2026. District staff is planning on attending this event.

**13. Adjournment:**

Chair Rick Beale adjourned the meeting at 12:59 p.m.

Respectfully submitted by:

  
Staci K. Buttermore, Board Secretary

Approved: 