

Asotin County Cemetery District #1
January 9, 2018 Board Meeting

Agenda:

Voucher Signing
Committee Report- Shane
Health Insurance
Credit Card Update
Columbarium

Meeting was called to order at 10am by Chair Lenis Frasure

Present: Lenis Frasure, Tom Turnbow, Shelley Williams

Employees: Shane Sheets, Monte Wells, Judy Harris and Becky Martin

1. Approve Agenda: Motion made and 2nd by Shelley Williams for approval of the agenda
2. Approval of previous meetings minutes Motion made by Tom Turnbow and 2nd by Shelley Williams for approval of the minutes from December 2017
3. Committee Report-Shane

Bids are in for the wall in Block 21-This is for the building of the rock wall. Bids in are from Living Waters, and Morgan Inc. There was only around \$354.00 difference. Shane and Monte will be working with them to do the back fill and provide the material to hold back the dirt in order to save on the cost of this project. Morgan Inc. received the bid The board voted to approve the bid from Morgan Inc. Lenny Moved and Shelley 2nd the motion.

Bids for the Parking lot for the Columbarium have come in. McCall Classic and Morgan Ind. Classics came in with 6 inch rock dept and Morgan Inc. came in 8 inch rock dept. They discussed the two bids and still had questions. Shane will check this out and if the information that comes back with the dept of the rock is correct then Shane is to go ahead with Morgan Inc bid for this project. Shane stated that if you allow him he will be down there and be sure the levels are what was in the quote. A motion was made and 2nd to accept this bid with Morgan Inc.

The bid on the terrace project on the south side of the columbarium has not come in. In the mean while Shane has found this rock called "Redi Rock" by Wilbert Ellis. It is preform blocks, precast 1600 pounds each 3 ½ foot tall at \$87.00. We will go two high and about 100 feet long, which is around 27 blks per row. By using something like this, time will be cut down, cost, labor and cemetery employees can help with the setting and the back fill of the terrace walls. if we go with the out of town bids, we pay for mileage, product, and labor, and our employee's are not allowed to help. They are compaction locking and stand alone. Shane also said that to help cut costs he and Monte could go over and pick up two or three with the Cemetery truck at a time and stock pile then until they are ready to do the project. Question on steps and using the rock that they purchased from HCR. Shane indicated that the rocks down there are not tall enough to use in this project , not even for steps they are to short. The terrace will be 12 ft wide and mower friendly. We can also put another row of Creamin spaces at the base of this rock for additional income. Question was asked that if we are going to go with this Redi Rock would they still purchase the rocks from HCR? We will put the rock in inventory and use it somewhere else or on another project so the tax payers are not paying for an unnecessary items. This project was tabled until the other bids come in and Shane can get the numbers and etc regarding this redi rock.

Next project is the VFW wall project. We are trying to make it more appareling. Sample of rock was here at the meeting. It will have to be put on by a mason, comes in lots of colors. Suggest

taking the colors and setting it next to the bank and seeing what brightens the area up. This was tabled until next meeting. Shane to get bids from mason to do the job and report back next meeting.

We had 5 more trees that came in and they are planted and will need to be staked up. Vouchers were signed.

Health Insurance was discussed. They are sending the paperwork. Lenny will have to sign and send it back. Effective date is still March 1, 2018

Visa information from PIFCU has been submitted and we are waiting to hear from them.

HCR Colimbarium: UPDATE: asked about the planting of trees-what kind-planting of the grass, putting in the sprinkler system and install of the fence? Answer: Working on it.

Tom wanted to know how the numbering and lettering of the rocks were coming along. Need to take a few more pictures. We talked about the lack of spaces from the picture and drawings given to the cemetery board at the beginning of this project. The board will get with Rudy and get an updated map and material so that everyone is on the same page. We discussed that there is no yellow zone and no orange zones. A new map of the colimbarium will make it easier when trying to sell these spaces.

Shane also requested a map of the irrigation system when it is finished. This is in case lines should break and need repairs and etc. The Board will talk to Mr Mendoza and get the answers and report back to us.

Went over the information on Sick Time for the employees sent to us from the County.

4. Financial: Went over the financials-discussed and in agreement

PIFCU:

November 2017 Checking account -Beginning Balance	\$66.87
Merchant Bankcard	\$-30.00
Deposit	\$500.00
Merchant Bank fee	\$-0.79
Dividend Credit	\$0.01
Ending Balance	\$536.09
Saving Account	\$35.39
Dividend Credit	\$0.01
Saving Account Balance	\$35.40

December- not received yet

Tax Balance Summary November 2017

2017 Outstanding Taxes	\$36,397.87
2017 Ending Balance	\$5,587.13
2017 Total Tax Collection	\$31,158.92
2017 Total Tax Refunds	\$102.72
2017 Total Net Collection	\$31,056.20

November Beginning Balance	\$307,090.83
November Total Activity Balance	\$28,516.08
November Ending Balance	\$335,606.91

December not received yet

January Vouchers

Asotin County Auditor \$3992.59

Auto Rain \$129.85 Avista \$490.34 Carroll-Naslund \$38.19
Century Link \$64.77 CHS Primeland \$43.96 Cities Insurance \$4185.97
Collier Electric \$3150.09 Judy Harris \$429.71 Home Depot \$50.36
Living Waters \$3177.15 Printcraft \$116.53 PUD \$23.11
Rodeo Network \$468.00 Schurmans \$247.86 State Auditor Office \$1117.20
Teleplex \$57.62 ValleyGreen Sprinklers \$1656.59 &4550.36

TOTAL: \$ 19867.81
Hells Canyon Rock \$2000
adjusted Total \$21.86781

DEPOSITS:

November \$10,010.50
December \$5,653.50

5. Old Business

1/8/2018 Mr Griffin was in and wants to know if you are ever going to make a decision on opening and closing of graves and the double dipping that you are doing?

Tom states he has been in contact with the other cemeteries and this is the way they do it as far as the opening and closing. It is not considered double dipping. This is how it works and that is the way it is. Talked to Dennis from Vassar Rawls and they would never have opening and closing paid for at the time of plot purchasing, they charge for it at time of interment. Normal Hill – Mountain View charges for opening and closing also. Normal Hill Cemetery also receives monies from the tax payers and they also charges for opening and closing. We will again address this with Mr Griffin at another meeting if he attends.

6. New Business

Rudy Mendoza proposal for pet columbarium- Pet cemetery was discussed and went over the proposal that was submitted by Mr. Mendoza. It consist of Column Basalt rock with 22 niches, enclosures and casings, 4'x4'x4" concrete slab and basalt sitting rock. This was tabled at this time.

Paid Sick Leave Law-This was discussed by the Board.

Adjourned 1hr 12 mins.