

Asotin County Cemetery District #1

Board Meeting

January 11, 2022

Open to the public and posted in the Lewiston Morning Tribune

Agenda Items

Committee Report

Voucher Signing

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Board Members: Shelley Williams, Steve Burns, Daniel P. Beyer

Staff: Shane Sheets, Judy Harris

Guests: Three Guests

Shelley Williams opened the Board meeting at 10 am. January 11<sup>th</sup> 2022

1. Approval of the Agenda

Daniel Beyer moved to approve the agenda of January 11<sup>th</sup> 2022. Steve Burns 2<sup>nd</sup> the motion to accept. Shelley Williams stated it has been moved and 2<sup>nd</sup> to approve the agenda, all in favor say (I) all were in favor.

2. Approval of the last minutes

Shelley Williams ask to review the minutes of December 14,2021 and approval

Daniel Beyer moved to approve the minutes, Steve Burns 2<sup>nd</sup> the motion to accept.

Shelley Williams stated it has been moved and 2<sup>nd</sup> by the Board Members to approve the minutes to the last meeting

At this time Shelley Williams and the rest of the Board Members introduced themselves to our three guests.

Time was then taken for the signing of the vouchers

3. Committee Report Shane Sheets reported that they are working on removal of the snow and ice. No snow melt in town. We hope to get some on the next delivery. We have the trailer back working.

Daniel Beyer asked if we need to order our salt now for next year. Shane stated that we normally have salt on hand, but their shipment hasn't come in. We are on the list for the next shipment.

Our three guest: What about Regional Storm Water? Water down the drain

Shane: We are compliant with Washington State laws with what I am buying. If its not legal in the State of Washington, they won't sell it.

Daniel: That a good answer.

4. Financial-review of the financial was done during meeting.

P1fcu

Savings Previous Balance \$35.79

Ending Balance \$35.79

Checking Previous Balance \$12,812.85

draft 1029 -6477.65

Merchant Charge -127.59

Credit Card Charge 1540.00

Dividend .86

New Balance 7890.92

County Balance

Beginning Balance \$292,016.42

Ending Balance \$311,816.00

## Tax Balance Summary

Shelley went over the Tax Balances Summary. Shelley explained this report so that our new member understands it. Starting-outstanding taxes \$75,131.67

Taxes collected	\$38,675.87
Tax Additions	\$28.38
Tax collection	\$38,675.87-
Tax cancellations	\$183.15-
Tax refunds	\$92.38
Ending Balance	\$36,393.41

## 5. Old Business

Ordinance has been finished by the Asotin County Commissioners for the No Hunting at Vineland Cemetery. Shelley will contact Brian Shinn and get that number. They feel it would be good to have signs printed with this information on it.

Shelley brought up the subject of the HCR Columbarium.

Finding that some of the holes are not long enough, and we are working with the builder of the Columbarium. Unfortunately he is deceased, passed away unexpectedly. His wife has given us permission to go ahead and contract with another contractor to go ahead and make sure all the holes are sufficient for all sizes of cremains.

Guest: Is she or who is paying for this work to be done?

Shelley: It is coming out of the sales. Mr. Mendoza, the contractor gets 70%, and the Cemetery is 30%. We (the Cemetery) are not paying for it.

When it was built he was to get 70% per sale. Out of his portion 5% was to go to his outstanding contractors. The boring of the holes will come out of his 70%. (example) sale of a resting place, say its \$5000.00. 70%= \$3500.00 minus cost of engraving- minus the cost of drilling.- minus anything else. The ending balance of Mr. Mendoza's 70% is written by check from the Asotin Auditor and sent to Mr. Mendoza's attorney Mr. James Grow. The 30% that the Cemetery gets, is deposited from the cemetery to the treasurer's office in Asotin at the court house.

He, Mr. Mendoza was in the process of having the holes bored when he unexpectedly passed away. This project has not been turned over to us (Cemetery District) until the completion of the Columbarium.

Guest: Question

Question did he have a performance bond? Shelley stated that she is not familiar with what that is and unaware if one existing.

Guest: That is one of the things that is required thru the Tax District for Junior Tax Districts.

Guest: How long has this been going on?

Shelley stated that it has been 7 years to get it where it is today. His passing has not made it any easier. Mrs. Mendoza is very willing to work with us to complete the project. This is very nice, which hasn't always happened in the past.

Update on the drilling. Shane has been in contact with the contractor and as soon as the weather warms up he will start. He will keep us informed.

Gate: We are in the process of having a gate constructed at the bottom of the Cemetery. It will be a dusk to dawn.

2. When was it discovered when the holes were not the right size in the first place?

Answer: 2020

3. I know that when the project was started Mr. Sheets was put in charge to make sure that all followed the rules and regulations, but Mr. Mendoza didn't like Mr. Sheets. This was because he wanted it to be done right. Then Mr. Lenny Frasure took over. I want to know

a. First contract was signed?

Answer: 9-18-2013

b. When was the finish date on it?

Answer: 90 days

c. How many years it was extended to?

7 years

d. When did they discovered the holes were not big enough?

Summer of 2020

e. What is the cost to do each hole and who is going to pay for it?

\$1080.00 for the first hole. Cost of additional holes has not been determined. Who will pay?

The estate of Mr. Mendoza thru the sales of holes.

f. I see the construction of the gate is going to cause the loss of some graves-are these ones that are still available and will they have to be moved?

Answer: The construction of the gate did not effect any purchased grave sites.

g. Hunting people- I have seen several deer around when I am out here that have been shot or wounded. But since you have put up more signs, working with the Fish and Game Department, it must be working.

Answer: Comment only

h. Homeless people. I have missed 12 days since 2016. I come out here every morning to read the paper and visit. Sometimes 2 to 3 times a day. I have never seen any homeless people.

Answer: Comment only

i. When the levy was put on the ballet for the voters to vote. It was for maintaining and improving the Cemetery, so my interpretation would be. Since its going on the county road that should come out of the county budget not the cemetery budget.

Answer: Comment only

j. Noticed also that Lenny Frasure made a statement: The library wanted the Cemetery Data Base. Comment was that the grave sites are deeded property. So I don't know if I understand. I have a grave site that I gave to my son. If I own it, I should have access to it anytime. The gentleman up the road will have access into the cemetery. I can understand it if you put the gate on cemetery road. But the two outside roads as I understand it is county roads. When the people voted on it, it was to take care of cemetery property not the county.

Answer: The database has nothing to do with anyone that wants to visit their loved ones graves. It has to do with the computer program with all the information on it.

k. I also see where you had a letter from Lucy Dukes and I am requesting a copy of that letter.

Answer: I have requested this letter. When I receive it I will send a copy.

l. Who is going to be responsible for doing the holes, and who is responsible for letting this slide so long?

Answer. After asking valley contractors, Knox Concrete was chosen to do the drilling. No one is responsible for this, It has been a long and challenging project with many challenges along the way

m. How many holes have to be done?

Answer: All the holes will be addressed

That is all my questions and comments. I would like to have some answers to them.

Shane Sheets: There is still a lot to be done. The electricity has to be done, working on the wiring. Timeline on the electrical? No, waiting on the weather. Hoping when this weather breaks next week.

Daniel Beyer: If the weather was good and where it could be finished, what would be the timeline of finishing the gate? Shane stated about three days once they get in here and the wiring is done. Then we will do a walk thru with you all, show you how it works. Codes will be handed out to the fire department, police department, and the gentleman up the road.

We (The Cemetery) had to get permission from the County to do this. We have had a lot of damage in the cemetery and homeless people.

Guest: This is the County. The sheriff's office would be the one's to remove homeless people.

Shane: This gate is going to cure a lot of the issues we are having with vandalism and the homeless. Problem is we sometimes don't see the people or it takes time for Shane to get to the cemetery. We get calls from the neighbors or from our regular walkers. We have people putting up tents in the fields and campers. They will go back behind the shop and use the water to take showers, they leave their human feces on the ground for others to clean up. Mostly during the good weather, this is happening two to three times a month.

Shelley: Regarding the gate. Is this something that we need to put in the paper to notify the public in the tribune?

Shane: We can. There will also be signs down at the gate to notify them. If someone does get stuck inside, there will be a loop around down there where they can follow direction on how to open the gate.

Daniel: Post one notification in the tribune would be a good idea.

Guest: So you are going to have a censor on this side?

Shane: Yes, there will be a stop sign, white paint on the road, very easy to see. This censor will open the gate.

Codes will go out to the fire chief, police department. Its just a standard system, but they will have a code to get in. They just put the code in and the gate will open. Just like the man up the road.

New Business:

Inviting the VFW into a meeting about the Veterans Memorial Wall. Do we need to write a letter to inviting them? A simple telephone call to Chuck Wittman who is in charge of the VFW would be fine, Mr Wittman is also a County Commissioner. Shelley stated that it would be nice to have one or two County Commissioners to come to our meetings from time to time. She did not know if they have to come in pairs or just one could attend.

Daniel Beyer: Daniel will ask him to see if he needs a letter or what.

Guest: Do they have a program for newly elected officials to attend seminars?

Daniel Beyer: I have heard of that, but let me get a hold of Darla McKay and ask her if I need to do that.

Guest t: It is a Statute. RCW42.30.205

Also we do not have to sign in on your sheet when attending a Public Meeting.

Did you get your budget in and finalized? Yes and it has been approved by the County.

Guest: I don't know if its due to old age or hearing-But I could not hear what was being said.

Shelley: I'm Sorry why didn't you say something.

Guest: What I want to say is that you do not have to answer my question right now but this is a verbal request for answers.

1. I noticed in the last minutes of December 14<sup>th</sup> 2021 that you found out what it cost to drill the holes. I would like to get the cost of these holes.

Answer: It was said that one hole will be drilled in the amount of \$1080.00 which includes tax. After that is finished, they will determine the cost of each hole.

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Answer: It was said that one hole will be drilled in the amount of \$1080.00 which includes tax. After that is finished, they will determine the cost of each hole.

Guest to another guest: Are you making it clear that you are making a verbal records request? Statute rules state they have to go by. Guest: indicate yes.

Vouchers: Avista \$86.10 Adt \$29.53 Carroll Naslund \$54.97 Early Bird Supply \$17.26 PUD \$33.71 Ringplanet \$51.37 Schurmans \$12.96  
Total: 285.90

Any other new business or comments

Shelley Williams made a motion to close this meeting, 2<sup>nd</sup> by Daniel Beyer. Motion moved and 2<sup>nd</sup> this meeting is closed.

Adjourn 10:40

January 25, 2022

Asotin County Cemetery District #1

Time: 10:00 am

Open to the public and posted in the Lewiston Morning Tribune

Present:

Board Members: Shelley Williams, Steve Burns, Daniel P. Beyer

Staff: Judy Harris

Signing of vouchers

Adt \$66.15 Asotin County Auditor \$5519.57 Avista \$364.44 CHS Primeland \$59.99  
Early Bird Supply \$19.42 Gittens-Dukes PLLC \$290.50 Carol Helkey \$900.00 Regional  
Stormwater Program \$170.40 Shane Sheets \$45.13 Stonebraker McQuary Ins. \$709.80 Washington  
Health Care Authority 2794.72

Total: 10940.12

Motion was made by Shelley Williams to close the meeting and Daniel Beyer 2<sup>nd</sup> the motion to adjourn.

Moved and 2<sup>nd</sup> meeting adjourned

Meeting adjourned

10 Minutes