

Asotin County Cemetery District #1
November 13th 2018
Called to order at 10am

Agenda:
Voucher Signing
Terracing landscape project
2019 Budget

Present: Lenny Frasure, Shelley Williams, Tom Turnbow Excused
Employee: Shane Sheets, Judy Harris

1. Approve Agenda- Shelley Williams moved to approved and Lenny Frasure 2nd the Agenda
2. Approval of previous meetings minutes- Shelley Williams approved and Lenny Frasure 2nd the Approval of the previous minutes
3. Committee Report- Shane – Carroll Naslund billing will go to one pick up per month until February of next year. We have Equipment, Pruning, and burning to do before winter. We had to repair a clay value in the building, there was pounding in the pipes. Terrace project will start the Monday after Thanksgiving. Terrace project will take about one week to a week and a half. Grass will be planted in the spring. Shelley asked if there was going to be hand rails on the Terrace project. Answer was yes. Lighting has been started with Collier Electric for the Columbarium. It was ok'd that the staff can now start working in the Columbarium area to clean it up and mow the grass and blow the leaves and get it cleaned up for the winter. Talked about the lighting for the parking lot by the office. This light was staying on all the time and now has a timer on it. This will control the lights to come on dawn to dusk.
4. Financial: Financial -

Savings: P1FCU beginning \$35.50
Dividend \$ 0.01
Total \$35.51
P1FCU Checking beginning \$1383.17
Merchant-Sept \$-44.90
Merchant Annual fee \$-119.00
Merchant- Oct \$-44.90
Ending Balance \$1174.54

2018 Oct Beginning Balance Cash \$190,065.01
2018 Oct Ending Balance \$209,134.75

Signing of Vouchers: Avista \$305.20 Carroll \$38.19 Primeland \$68.78 Early Bird \$24.74
Judy Harris \$152.82 J&L Tire \$335.16 Livingwaters \$96.93 Mikes Pole Barns \$295.00
Napa Auto \$15.08 PUD \$971.51 Schurmans \$610.02 Valley Green Sprinklers \$1691.29
Wash Health Authority \$1810.77 Collier Electric \$7419.68 Johns Saw Shop \$27.54
Total: \$13,862.71

DEPOSITS:
October 2018
\$3968.50

1-Opening and closings
3-Plots
1-Staking
0-Saturday
2-Niches

5. Old Business-

6. New Business – 1.Glue for the Columbarium -Interior use-Shane talked about this. This glue is for in doors use and is staying soft. We can get a tube for \$6.00 to use on this project.

2. Shane- Mandatory Physicals-With the insurance giving a physical per year for employee, I believe it would be a good idea to have this done yearly. A form will need to be made up for the Physician to sign and make any comments needed for employment and job description. We will check about rules and regulations on HIPA. All employees will have to have a physical each year by January 31. If this is not completed as requested the employee will be layed off work until this is completed and the form is returned to the Cemetery Office.

3. Board Members went over the budget, will go over it again when all the Board Members are here on the 27th of November.

Adjorned 43 minutes

Asotin County Cemetery District 1
November 27, 2018
11 a.m

Agenda:
Voucher signing
2019 Budget

Present: Lenny Frasure, Shelley Williams, Tom Turnbow
Employee's: Judy Harris

Vouchers:
PCS laser \$161.85 Primeland \$24.16 RingPlant \$48.80 Schurmans \$127.68

Total:\$362.49
Signing of the 2019 budget signed