

Asotin County Cemetery District #1  
 1141 Vineland Drive  
 Clarkston, Washington 99403  
 Board Meeting -Open to the public and posted in the Lewiston Morning Tribune  
 November 1, 2021  
 Agenda  
 Committee Report  
 Voucher Signing  
 Wreath Across America  
 Review Budget

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Asotin County Cemetery District #1  
 Board Members: Lenny Frasure, Shelley Williams, Steve Burns  
 Staff: Shane Sheets, Jesse Ross, Judy Harris  
 Guests: None

1. Approval of the Agenda: Motion was made by Shelley Williams to approve the Agenda of November 9, 2021 and Steve Burns seconded the motion, motion carried
2. Approval of the Minutes of the last minutes for October 12 and 26, 2021. Shelley Williams made a motion to approve the minutes to the last meeting as written. Steve Burns seconded the motion, motion carried.
3. Committee: Shane stated that the leaves are being picked up. The new leave vac works great. Waiting for the trees to come in. They are coming from Oregon. Maintenance in the shop. PUD did their valves for the winter and Valley Green Sprinklers did the peck flow. Signs have been posted on the Larson property for the no hunting.

4. Financial:Reviewed, approved by the Board Members

Savings: P1fcu	\$35.79
Ending Balance	\$35.79
Checking P1fcu	
Beginning Balance	\$2412.79
Credit Cards	\$6355.20
Dividends	\$0.58
Total	\$8768.57

County Bank Account

9-2021	
Beginning Bal.	\$274,114.90
Ending Bal.	\$257,240.26

10-2021

Deposits:

August	\$12,069.50
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September \$5,561.50  
October \$26,134.70  
n.s.f.\$1,548 recovered

Board Members: Shelley Williams, Steve Burns, Lenny Frasure  
Special Signing of Voucher  
Vouchers: November 1, 2021  
The computer Guy \$222.59  
Total: \$222.59  
Voucher was reviewed, signed and motion to accept payment

Vouchers  
November 9, 2021  
Adams Tractor \$121.68 Auto Rain \$27.09 Carroll Naslund \$54.97 Early Bird \$35.37 Hahn Supply  
\$50.22 PUD \$864.39 Schurmans \$214.54 Health Care Authority \$1009.39 Ringplanet \$52.03  
Home Depot \$105.96 Avista \$86.10 Living Waters \$54.00  
Total: \$2675.74 Vouchers were reviewed, signed and motion to accept payment

Voucher rewrite: Valley Green Sprinkler \$54.00 instead of Living Waters

5. Old Business: Shelley Williams reports that Brian Shinn dropped off a draft for the No Hunting ordinance for Vineland Cemetery. Does not have an official number yet. I believe it was read for the first time at the last Monday meeting. There will be a two week period for people to come forward if they have an issue with it, and this is a courtesy to us to show us that it is not up for change after finding the exact plot and lots of Vineland Cemetery. It will be officially assigned a number after the two week period. What that mean when we post signs next year we can put an ordinance number an them and it can create action. So if you (Cemetery Staff) find someone shooting a gun or using a bow and arrows, you can call the Police department or the Fish and Game Department to report this. Brian Shinn will notify Shelley Williams when the ordinance number has been assigned.

Gate: How is this coming. They are going to start on it next week. Digging and putting in the wiring. Starting on the Asphalt. Jesse and I will be hand digging, and the concrete will be done.

Niche Wall- It has been shipped, waiting, somewhere between here and Texas. They are keeping me updated.

Vets Wall- Haven't heard from Mr. Brigham.

HCR Columbarium: Went to Lucy Dukes office and they drafted a letter to James Grow Atty, Mrs Raul (Rudy) Mendoza. Letters Attached:  
Concerns of the Cemetery: Drilling of the holes in the Columbarium. Completion of the drilling?  
Cost of having the drilling done if Mrs. Mendoza doesn't want to do it. Cost for Mrs. Mendoza and the Cemetery.  
All Board Members agreed with the letters, and give the okay to send. A motion was made by Shelley Williams that the letter be sent to Mr. James Grow by Lucy Dukes. Steve Burns 2<sup>nd</sup> the motion.

Talked to Travis with Knox Concert regarding drilling these holes at the Columbarium. He gave me an estimate of: Purchase required core it and rail extensions and provide labor to set up and core drill(1) existing 4" diameter hole an additional approx 7" dept in (1) existing basalt column rock. \$1,080.00. Pricing is to be considered for (1) test only. Based on the success of the (1) test hole, additional pricing can be provided for all remaining basalt rock holes. (see attached estimate)

Lenny also stated that Travis stated it would be around \$100.00 per hole after that.

Shelley Williams made a motion to accept Knox Concrete bid for the boring of the holes at the Columbarium niche. Steve Burns 2<sup>nd</sup> the motion.

It was asked if we will get in trouble if we do not get three bids on this project. Lenny stated due to the speciality of the job and lack of people that do this type of work, we can accept Knox Concrete bid.

## 6. New Business

Survey- Lenny wanted to know if we knew where the last survey was. Paper work was found. Board went over the survey and found the area that was given to the Cemetery from the County. Possible for future income for the Cemetery.

### Raising of Prices

Survey was done on the surrounding area cemeteries.

The Board Member Shelley Williams made a motion to increase our staking fee from \$40.00 to \$60.00

Also the Saturday internment from \$100.00 to \$300.00. This motion was 2<sup>nd</sup> by Steve Burns.

Prices will go into effect January 1, 2022. Letters will go out to the Monument Companies and Funeral Homes.

Reviewing of the Budget for 2022. Lenny went over the numbers for the Budget. Just wanted to make sure it balanced. It was approved and resigned and sent to the Court House.

Wreaths Across America: We have all but about 10 wreath covered by cost. We have 1,300 veterans. It is again December 18<sup>th</sup>, 2021. Looking for more volunteers . Will keep the Board updated as we get closer.

Web page update: We get charged \$450.00 every six months. They charge \$100 per hour for anything that we would have them put on the website. Post fees and host fees. Asked about a Counter on it. He will get back to us on that. I think we have to have it. Its the world we live in know. We really do not have any control on that even at a \$100.00 per hour , even if we wanted to change something. I don't have the know how to do that or the expertisie. Wait and see how many hits we get. If we decide not to have it, is it ours? Do we own it? Just looking at it as a taxpayers point of view. We really do not have any control on that.

Board Adjourned at 10:55 a.m. until their next scheduled meeting at 10:a.m., Tuesday December 14, 2021

Asotin County Cemetery Board Meeting

1141 Vineland Drive

Clarkston, Washington 99403

November 23, 2021 – Open to the public and Posted in the Lewiston Morning Tribune

Voucher signing

Called to order at 10:00 a.m. by Lenny Frasure

Board Members: Lenny Frasure, Shelley Williams, Steve Burns

Agenda:  
voucher signing

Voucher:  
Avista \$256.08 Early Bird \$108.60 Judy Harris \$124.02 Mac Cycle \$15.19 Valley Green  
Sprinklers \$361.80 Gittens and Dukes Atty \$237.50

Total: \$1103.19

All vouchers were reviewed, signed and motion to accept payments

Board adjourned at 10:20 a.m. until their next scheduled meeting at 10:00 a.m., Tuesday December  
14,2021

Lenny Frasure, Chair

November 23,2021