

Asotin County Cemetery District #1
1141 Vineland Drive
Clarkston, Washington 99403
509-758-8761

Board Meeting

November 14, 2023@10.00 A.M

Open to the Public and Posted in the Lewiston Morning Tribune

Board Members: Shelley Williams, Steve Burns, Daniel Beyer

Staff: Shane Sheets, Judy Harris

Guests: None

AGENDA:

Signing of the Vouchers

Committee Report

Gate discussion

Shelley Williams called the meeting to order at 10.00am

10.00 a.m. 10.02 am 1. Approval of the Agenda: Daniel Beyer made a motion for approval of the agenda, Steve Burns seconded the motion. All were in favor.

10.02 a.m – 10.04 am. 2. Approval of the Minutes for October 2023 meetings: Daniel Beyer made a motion for approval of the minutes to October 2023 minutes. Steve Burns seconded the motion. All were in favor.

10.04 a.m. - 11.00 a.m. 3. Committee Report: Shane Sheets: Battling the leaves.

Sprinklers have been blown out. Parking lot has been cleaned.

Block 4 on Fitzgerald Road: East side of block 4. is Deteriorating. Bank is sloughing off. Asphalt is cracking. We need to defer cars from going thru this area.

I put cones and no parking signs up as a warning, But some people think it does not apply to them.

We addressed this problem before when Lenny Frasure was on the Board in 2020. At that time we talked about a walk path in this area, and adding more graves. Cost is going to be a lot more if we wait to do this. For the future, I feel we should turn that into a walk area.

We have tried several things to help sustain these areas.

1. plants

2. Rocks and rock gullies.

Hillside goes down to the graves on the east side of this road, so if we can do something now it will help ease up all that and slow the process down.

We have posts that can be install across the entrance and the exit of this road. We can put in a walk path, where visitors can still visit their loved ones from the other road on the west side of Block 4. It would also be wheel chair accessible. This would be a WALK PATH. This is at the big maple tree.

This can also add two more parking spots at the intersection at Fitzgerald and Casey road.

Block 4 is full, there are no more graves to sell. Cremain burial left in this area. This could be a winter project if no snow. We need to vote on this if you want us to start. Daniel Beyer made a motion to have Shane talk to the road depart . Then report back to the Board.

The Board Members went out and walked this area.

Over View:

1. Stetting of poles in concrete

2. Making Walk Path

3. County Road Department

4. Block off intersection to intersection

5. Make an extra parking spot at the intersection of Casey and Fitzgerald
6. Are we going to do anything to the West side. Answer NO

Summer Help: Will keep the summer help here until Jesse is back in December. This was ok'd by the Board Members. Motion made by Danial Beyer to keep Steve here until Jesse is back in December. Steve Burns seconded the motion. Motion passed.

Wreaths Across America is going to happen December 16th of 2023. They would like to use the shop again to put the wreaths in. Box is going to be a different shape and hold 12 wreaths instead of 10 wreaths like last year. They will contact Steve when they are going to expect the shipment in, so that he can open up the shop for them. Wreath boxes are still stack able.

They would also like to know when they can start flagging the veterans graves. Shelley stated that the week of Thanksgiving would be fine. She will notify them of this date. She also stated that the class of 1976 will be taking over next year. They will be helping and learning this year. Military Flags will be put out at the entrance of the Cemetery and a couple up at the Veterans Memorial.

11.00 a.m -11.15 a.m. 4. Financial were reviewed and approved by the Board Members

P1FCU SAVINGS	\$35.79
Balance	\$35.79

P1FCU CHECKING	\$2008.87
Dividends	.25
Total	\$2009.12

County Account	
Beginning Balance	\$302,344.81
Ending Balance	\$288,318.50

Cemetery District Taxes still out	\$81,852.59
October Deposits	\$11,279.50

Vouchers viewed by the Board Members to approve and pay
 The following vouchers/warrants/electronic payments are approved for payments
 Vouchers/warrants total 11

Vouchers/warrants numbers 331219 through 331229		
Avista	\$269.64	w#331219
Carroll-Naslund	\$54.97	w#331220
CHS Primeland	\$51.37	w#331225
Early Bird	\$7.55	w#331221
Health Care Authority	\$2109.99	w#331222
Living Waters	\$880.64	w#331223
Napa Auto	\$0.34	w#331224
PUD	\$170.36	w#331226
Ringplanet	\$56.45	w#331227
Schurmans	\$43.00	w#331228
Valley Green Sprinklers	\$378.00	w#331229
Total	\$4,022.31	

11.15 a.m. -11.30 a..m. 5. Old Business Gate: Dust to dawn has become an issue. Shane has taken over this project. It is not a County issue. We are going to set a timer for the seasons. Fall and Winter will be set for 7am to 5pm. Spring and Summer will be set for 6 am to 8 pm. Signage will be made.

11.30 a..m 6. New Business-none

11.30 am. Daniel Beyer made a motion to close the meeting and Steve Burns seconded the motion meeting closed.

Adjourned 11.30 am

Asotin County Cemetery District
1141 Vineland Drive
Clarkston, Washington 99403
509-758-8761

November 28, 2023

Place: 1141 Vineland Drive

Time: 9.30am

Open to the public and posted in the Lewiston Morning Tribune

Agenda:

Voucher Signing

Mendoza Project

Winter hours

Members: Shelley Williams, Daniel Beyer, Steve Burns

Staff: Shane Sheets, Judy Harris

Guest: None

Shelley Williams called the meeting to order at 9.30 am

9.30 a.m. - 9.40 a.m Vouchers were reviewed and signed by the Board Members

The following voucher/warrants/electronic payments are approved for payments

Vouchers/warrants total 5

Voucher/warrants numbered 331419 through 331423

Auto Rain	\$5.30	w#331419
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CHS Primeland	\$109.60	w#331422
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Cities Ins Assoc of WA	\$8728.42	w#331420
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Johns saw shop	\$66.88	w#331421
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Schurmans	\$77.12	w#331423
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Total: \$8987.33

The following vouchers/warrants/electronic payments are approved for payment.

Vouchers/warrants numbers are 6

Vouchers/warrants numbered through

W#24112	\$2593.92
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W#24369	\$867.25
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W#24111	\$1625.97
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W#24368	\$949.60
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W#24110	\$2434.67
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W#330727	\$1372.40
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TOTAL: \$9843.81

9.40 a.m.- 10.15 a.m. - Mendoza Project: The Board Members are concerned regarding

1. No work being done on the Columbarium

2. ? Completed date

3. Holes that needs to be finished
4. 10 holes are ready for sale

Letter to be written to Mrs. Beth Mendoza

1. By our Attorney
2. Give her a deadline, Should be completed
3. Deadline to respond to our letter? 30 days
4. Deadline on completion- reasonable- like June 1, 2024
5. Holes to be drilled is her responsibility
6. Cemetery is not responsible to find someone for her
7. We need a solid answer
8. We would like to see it done by Spring of 2024 (nothing can be done with it until finished)
9. If she doesn't made a move in 30 days with a solution, then the next step is to take it away.
10. She can also deal with Keltic Eng. On her own, cause that's not on us.
11. The fact that she has not finished that project, she is already breached their contract. This has been going on for years. It to bad that Rudy passed away and dropped it in her lap, but she hasn't addressed it either.
12. The first step is her move to establish what is going to happen. If she doesn't make a move to finish it. We have another leg to stand on
13. What if she wants to sell it? We are not going to use tax payers money to purchase it. We did not sign up for this.
14. Shelley is to call Lucy Dukes and see if she would come to a meeting.
To write Mrs Mendoza a letter. 30 day letter.

A motion was made by Daniel Beyer to call Lucy Dukes and invite her to a meeting and discuss the above and write Mrs. Mendoza a letter. All were in favor of this motion. Motion was passed.

10.15 a.m – 10.25 a.m Winter Months: It was discussed by Shane about the hours for the winter months. Projects are being finished and not enough to keep staff busy. Suggest that staring January 2024 that workers go to a four day work week. Burials and emergencies and Saturday services will take priority. There will always be someone at the Cemetery, Monday thru Friday.

10.25 a.m. - 10.35 a.m. Daniel Beyer made a motion to have the staff go to a four day work week starting January 2024.

10.35 am. -10.45 a.m. Also to include the non smoking policy for the Cemetery. Steve Burns seconded the motion, all in favor and the motion passed.

10.45 a.m. - 11.00 a.m Gate: Discussion on the Dusk to Dawn: Seems to confuse one person. Question to remove the sign and put times on sign. Discussion was put on hold.

11.00 a.m. - 11.20 a.m. Wreaths Across America

December 16, 2023. Shane will be working. December 13-14 the semi will be coming in to deliver the wreaths. Between 115-117 boxes. The volunteers will unload the wreaths. Boxes are made different this year. There is 12 wreaths per box. Area in the shop should be fine per Sherri Domaskin. Judy will call Shane with any updates and time of arrival. The Class of 1979 will be working with the Class of 1968 and will take over next year.

11.20 am. Daniel Beyer made a motion to close the meeting. Steve Burns seconded the motion. Motion was carried

Board adjourned at 11.20 a.m.