

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

Board Meeting November 12, 2024  
Place: 1141 Vineland Drive  
Time: 10.00 am  
Clarkston, Washington 99403  
Open to the Public and listed in the Lewiston Morning Tribune

Agenda  
Review of Budget  
Committee Report  
Signing of Vouchers  
Executive Session RCW 42.30.110 (1)i  
Damage to Cemetery 11-5-2024

The Asotin County Cemetery District in the County of Asotin, State of Washington, met this date.  
Present was Shelley Williams Chair, Daniel Beyer, Steve Burns  
Staff: Shane Sheets, Judy Harris  
Guest: Lucy Dukes  
Regular Meeting called to order at 10 am by Shelley Williams, Chair.

1. Approval of the Agenda:

Daniel Beyer made a motion to approve the agenda, Steve Burns seconded the motion. Motion was approved.

2. Approval of the Minutes of last meeting Oct 8<sup>th</sup> and 22<sup>nd</sup>, 2024

Daniel Beyer made a motion to approve the minutes from Oct meeting and Steve Burns seconded the motion. Motion was approved.

3. Committee Report: Damage to the Cemetery. Knocked over three large rock. Damage to County Road department signs, Damage to the County Roads. Moved large rock over a value box at the entrance of the Cemetery. Jesse followed the truck and reported it to the police and damages are going to his insurance company. Staff will start the process of cleaning it up.

4. Financial: Reviewed by the Board Members and approve Budget for 2025: Budget for 2025 was reviewed and signed.

P1fcu Savings 10-1-24 TO 10-31-24

Beginning balance	\$35.79
Ending Balance	\$35.79

P1fcu Checking

Beginning Balance	\$2012.18
Dividends	\$0.26
Ending Balance	\$2012.44

Deposits October 2024

10/18/2024	\$835.00
10/29/2024	\$3144.00
Total	\$3979.00

County Totals Reviewed by the Board Members

Beginning Balance	\$338,972.30
Activity	\$11,178.52
Ending Balance	\$327,793.78

Vouchers Reviewed and Signed by the Board Members

w#340263	AVISTA	\$268.99
w#340264	TENA BENJAMIN	\$5000.00
w#340265	ANN BERSHAW	\$2500.00
w#340266	BRANTING ELECTRIC	\$943.73
w#340267	CARROLL-NASLUND	\$61.07
w#340868	HEALTHCARE AUTH	\$2158.85
w#340269	PUD	\$512.02
w#340270	RINGPLANET	\$61.62
w#340271	SCHURMANS	\$81.94
w#340272	T.W. TREE SERVICE	\$649.20
w#340273	VALLEY GREEN	
	SPRINKLERS	\$389.52

TOTAL:\$12,626.94

Payroll:

w#339827	\$1610.68	11-5-24
w#28221	\$1800.09	11-5-24
w#28222	\$2433.06	11-5-24
S5843.83		

At 10:30 am the Board Member and Lucy Dukes went into Executive Session RCW42.30.110(1)i

5. Old Business

6. New Business

7. Executive Session-10.30am to 11.05 am Motion to end the Executive Session at 11.05 am by Daniel Beyer. Motion was seconded by Steve Burns. Motion approved.

Motion was also approved to end the meeting for November 2, 2024. All were in favor.

Asotin County Cemetery District #1

1141 Vineland Drive

Clarkston, Washington 99403

509-758-8761

Board Meeting November 26, 2024

Time: 9.30am

Place: 1141 Vineland Drive

Cemetery Office

Clarkston, Washington 99403

Open to the Public and posted in the Lewiston Morning Tribune

Board Members: Shelley Williams, Steve Burns, Daniel Beyer in attendance

Staff: Shane Sheets, Jesse Ross, Judy Harris

Guests: Connie Collier

Agenda:

Signing of Vouchers  
Wreaths Across America- Connie Collier  
Committee Report  
Executive Session RCW 42.30.110(1)i Columbarium

1. Approval of the Agenda- Agenda approved by D. Beyer and 2<sup>nd</sup> by S. Burns
2. Approval the minutes of the last meeting- Minutes approved by D. Beyer and 2<sup>nd</sup> by S. Burns
3. Committee Report- None
4. Financial: Signing of Vouchers

w#340603	ADT SECURITY	\$117.86
w#340605	DANIEL BEYER	\$100.00
w#340604	CIAW CITIES INS	\$8714.01
w#340606	GATEWAY MATERIAL	\$46.53
w#340607	MAHONEY MEMORIAL	\$304.04
w#340608	NAPA	\$14.62
w#340609	SCHURMAN'S	\$167.90
w#340610	COMPUTER GUY	\$116.59
TOTAL:		\$9581.55

Payroll:

w#28431	\$995.85	11-20-24
w#28432	\$873.50	11-20-24

Vouchers were signed and approved by the Board

Connie Collier was here to go over the event with the Wreaths Across America, which is scheduled on December 14, 2024. Jess Ross joined to help answer any question Connie may have. They can start putting flag out at anytime. Talked about the truck. When, where, and how they are going to have him come into the cemetery. The time for the pick up of the wreaths, January 18<sup>th</sup> ? Or longer. Early Feb maybe. Will get back to us on this.  
Talked about the area for the Port a Potties.

10.am Board went into Executive Session RCW 42.30.110 (1)i. Columbarium.  
Board back in regular session at 10.15am

10.15am Board in regular session and a motion from Daniel Beyer to close the meeting. All members were in favor and board meeting was adjourned.  
Adjourned at 10.16am

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

Board Meeting December 10, 2024

Time: 10. am

Place: 1141 Vineland Drive

Clarkston, Washington 99403

Open to the Public and listed in the Lewiston Morning Tribune

Agenda:

Committee Reports

Signing of Vouchers

Executive Session RCW 42.30.110(1)i

The Asotin County Cemetery District #1 in County of Asotin, State of Washington, met this date.

Present: Shelley Williams, Chair, Steve Burns, Member and Daniel Beyer, Member.

Guest: None

Staff: Shane Sheets, Judy Harris

Regular meeting called to order at 10 am by Shelley Williams, Chair

1. Approval of the Agenda: Beyer made a motion to approve the agenda, Burns seconded the motion. motion carried

2. Approval of the last minutes: Beyer made a motion to approve the minutes of the last meeting. Burns seconded the motion. Motion carried

3. Committee Report: Shane Sheets- Leaves are finished. Most have been picked up and put in the pit and we mulched the rest. Part broke on the truck. Indignation. Fixed the light on the bunker for heat for the water valves. Mowers to be cleaned up. Will be time to trade in Jesse's mower. Has 640 miles. Have had since 2021. We will need to think about trading in for new mower in the spring. This was approved by the board for Shane and Jesse to start looking for a new one.

Mr. Griffin brought it to my attention that at our Board Meeting of December 14, 2021 was missed typed by saying we had not heard from Brian Shinn regarding the resolution yet. It should have said Ordinance. We are changing the wording to be corrected at this meeting. Ordinance No. 21-35. There was a motion on the floor to change the wording. Approved by Shelley Williams, Chair , Steve Burns and Daniel Beyer. Motion carried.

Jim Griffins claim for damages inside the Cemetery has been turned into his insurance adjuster.

Shane is doing an interview with a part time person to start in the spring. He has worked for landscaping companies and etc. Shane will interview him and get back to the Board Members.

We are still waiting for Twin River Bank to finish the paperwork for a new account to set up for payroll that the Auditors office has turned over to the Junior Districts. This money is for Payroll and Expenses associated with payroll and retirement. A resolution need to be done and sent to the Financial advisor, Chris Kemp, Gloria Hancock, and Holly Schiffer at the Treasurer's office.

Sign: Shelley Williams\_\_\_\_\_ Steve Burns\_\_\_\_\_

Daniel Beyer\_\_\_\_\_.

4. Financial

P1fcu Savings

Beginning Balance \$35.97