

Asotin County Cemetery District #1  
February 13, 2018 Board Meeting

Agenda:

Voucher Signing

Committee Report- Shane

Meeting was called to order at 10am by Chair Lenis Frasure

This meeting was canceled due to the Lewiston Morning Tribune not posting it in the Sunday meeting. We have since found out that we can have this meeting as schedule as long as posted on our website and on the office door. I did have it on the office door.

Present: Lenis Frasure, Shelley Williams, Tom Turnbow and Jane Risley

Employee: Shane Sheets, Monte Wells, and Judy Harris

1. Approve Agenda

Motion was made by Shelley Williams to approve the agenda and 2<sup>nd</sup> by Tom Turnbow

2. Approval of previous meetings minutes

Motion was made by Tom Turnbow to approve the minutes from the last meeting and Shelley Williams 2<sup>nd</sup> the motion.

3. Committee Report-Shane

Bids for the security system- We now have ADT and a bid from Fisher system.

ADT equipment needs to be updated and we are at \$75.00 per month

FISHER SYSTEM is at \$24.50 per month with the amount of \$1,400.00 to upgrade our system.

Building only.

Additional camera's and a desktop server and equipment for columbarium and office would come in at \$5974.00.

Discussion on the problems within the cemetery, the columbarium, the vets wall and etc.

It was suggested that we get another bid. At this time this has been tabled.

Short wall in the center of the cemetery: Work will begin on this wall as soon as the weather gets better and on the parking lot for the columbarium.

Shane and Monte talked about the update on the wall at the Vets Wall. There have been 2 bids received and a third should be coming. This was tabled also.

Shane talked about the use of the stones that were purchased by the board from Mr. Mendoza. To help recoup monies to go back into the budget, we could sell them as headstones. He has talked to a monument company and they feel this would be a great idea. This would also give the monument companies another outlet to let people know about.

He would also like to have a sign made from one of these stones to put by the front of the office with our address, phone numbers, and hours of operations. The Board thought this was a great idea.

Shane also talked about the terrace project: we would need 163 blocks which would come to \$13,000. and between 4-6 thousand for labor. Board members want him to sit tight for now. So this project was also tabled.

The Board asked about crem graves in the cemetery. Niche wall there is 17 open and out in the cemetery it self is 6 or 7. Also mentioned that Fehs 3 is not a popular place for burials. People just do not have interest in that area. Shane made a suggestion that we cut this area in to sections with trees and benches to make it more appealing. Also to make the bottom half of Fehs 3 for upright stones and flat stones on the hill sides. The Board was in favor of this to be done. Also it was suggested that we should think of expanding on the east side of the cemetery for additional full burial options. Tom suggested that if we can do something to make this area appealing we should do this.

4. Financial:

Board Members reviewed the financial

December 2017 Checking account -Beginning Balance	\$ 506.18
Merchant Bankcard	\$41.22
Dividend Credit	\$0.01
January 2018 Checking Account	\$466.02
Ending Balance	
Saving Account	\$35.41
Dividend Credit	\$0.01
Saving Account Balance	\$35.42

December 2017 Beginning Balance	\$335,741.91
December 2017 Ending Balance	\$331,777.85
Year to date sales 2017	\$71,002.50

January 2018 Beginning Balance \$331,777.85

Signing of the Vouchers were done by the Board Members

February Vouchers

ADT	\$75.14	BOYD ENTERPRISES	\$160.00
AUTO RAIN	\$92.09	CARROLL NASLUNE	\$38.19
AVISTA	\$406.99	CENTURY LINK	\$64.83
E-Z RENT	\$17.26	GATEWAY	\$70.95
JUDY HARRIS	\$64.43	HEALTH AUTHORITY	\$20.00
LIVINGWATER	\$25.85	PRIMELAND	\$44.45
PUD	\$23.11	REG. STORMWATER	\$136.32
SCHURMANS	\$59.29	STONEBRAKER	\$418.60
TELPLEX COMM	\$60.57		

TOTAL \$1632.09

DEPOSITS:

December 2017	\$5,653.50
January 2018	\$4854.50

5. Old Business-

Shane received word back from the people that have the niches in block 24-25. They are having a great sale on a round niche wall that would go great in the enter of block 24 and 25. This would be for additional 64 niches with an optional Ossuary in the center for ashes, which will hold up to 400 ash remains. Some discussion was done and the discussion ended up to table it at this time.

We also went over the new map that Tom brought in for the columbarium. There are still some differences that need to be corrected. The scatter gardens were discussed and the Board will address this with Mr. Mendoza. The garden needs to be a pitt type not a mound style. It was also discussed: Gravel between the outer rocks around the fence. This will make it hard to mow with gravel here. Would be earlier to weed eat this instead of gravel. Hard on machines.

Visa Card has been received and to be used in case of emergency.

Health Insurance will become effective March 1, 2018

Emergency Telephone numbers were discussed.

#### 6. New Business

Public Records Meeting: Judy or Becky needs to go to this in Spokane.

Resolution and bylaw change for the time of signing vouchers only. This will be changed to the 4<sup>th</sup> Tuesday of the month. This will not be a regular meeting, just for signing vouchers. These will be sent to Jane Risley to review. This will be signed at our next regular meeting.

Lenny talked about the time Shane was down at the columbarium putting dirt inside the columbarium area under his direction. He is going to cut a check for the amount to cover Shane's salary and the use of the equipment that was used at this time. This is to reimburse time, benefits and use of the equipment. This check will go back to the taxpayer's.

We also talked about the Tribune and not posting our meeting. We were told that just because the Lewiston Morning Tribune can't do their job doesn't mean we can not have our meeting. We need to post our meeting in the window of our office with the date and time and on our web site if we have one. This has been done.

Meeting adjourned 1hr

Jah