

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

Board Meeting

May 14, 2024

Time: 10.00am

Place: 1141 Vineland Drive

Clarkston, Washington 99403

Open to the Public and posted in the Lewiston Morning Tribune

Agenda:

Committee Report

Signing of Vouchers

Executive Session RCW 42.10.110(1)i letter

Executive Session RCW 42.10.110(1) g Personnel

The Asotin County Cemetery District in the County of Asotin, State of Washington, met this date. Present was Shelley Williams, Chair, Steve Burns, Member and Daniel Beyer, Member.

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

1. Approval of the Agenda: Beyer moved to approve the agenda for May 14, 2024, as written. Burns seconded, motion carried.

2. Approval of the Minutes of April 9th and April 23rd 2024. Beyer moved to approve the minutes of April 9th and 23rd 2024, as written. Burns seconded, motion carried.

3. Committee Reports: Shane Sheets

A. Sprinkler system for the new gazebo area: Shane stated that he has called 1.Lewiston Sprinkler (no show) 2. Valley Green Sprinkler (Sent Est.) 3. HC Sprinklers (don't use poly pipe) 4. Living waters. Received at bid from Valley Green Sprinkler for \$800.00 not including tax, and they can start work on it around the 16th of May. This requires another value, section of it's self. 4 inch main. Daniel Beyer wanted to know if Shane and staff could do this work. Shane stated they could but there would be NO warranty and there is more to it than just installing a sprinkler head.

Beyer moved to approve the billing for Valley Green Sprinklers for sprinkler in the area of the new gazebo. Burns seconded, motion carried

B. Strips A Lot: Called Herco, Poe Asphalt, and more to find someone to resurface the parking lot. Everyone uses Strips A Lot. They gave me a couple of est. 1. For filling cracks \$350.00 2. Seal coat \$2100.00 3. Stripes \$550.00 tax not included. Everything \$3246.00
Beyer moved to approve Strips A lot. Burns seconded, motion carried.

C. Benches for the new gazebo: Benches we have two options. Aluminum with trek seating, or concrete. Aluminum seating : would bolt to the concrete. Hardware and trex material, and labor and

rental for the machine to do this job would come to \$1875.99 . Second choice is concrete, order from Wilbert Precast out of Spokane. They will deliver and set up for \$1590.00.

Discussion and conclusion: Beyer moved to approve benches made by Wilbert Precast, color or no color to be made by Grounds Manager. They will have a wood grain. Burns seconded, motion carried.

4. Financial

P1fuc Savings

Savings	\$35.79
Ending Balance	\$35.79

Checking	\$2010.65
Dividends	\$.25
Ending Balance	\$2010.90

County Beginning Balance \$319,462.11 end of March

County Ending Balance \$324,741.68 end of March

April Month end has not been sent from the Chief Financial Officer

Warrants May 14, 2024

335518	Auto Rain	\$548.93
335519	Avista	\$256.45
335520	Naslund	\$54.99
335521	Gittins/Dukes	\$802.00
335522	Guys	\$84.57
335523	Health Care	\$2158.85
335524	Home Depot	\$240.65
335530	Tribune	\$100.07
335525	Mikek'sMechanical	\$426.18
335526	Napa	\$39.88
335527	PUD	\$1173.70
335528	Ringplanet	\$60.34
335529	Schurmans	\$42.73
335531	Wilbert Precast	\$135.00

Total: \$6124.34 Check # not received from the Auditors office yet

The following vouchers (Warrants) numbers are approved for payment #'s

April Deposits

756962	Vassar Rawls	\$1859.00
756963	Memorial Monuments	\$120.00
756964	Garlinghouse	\$60.00
756965	Guenther	\$3718.00
756966	Merchants	\$535.00
756967	Wilbert	\$120.00
756968	Pierce	\$1094.50
756969	Schuster	\$1859.00
756970	Smith	\$535.00

Total: \$9900.50

Tax Balance Summary for April not receive yet

Outstanding taxes	2020-2024	\$184,093.40
Tax additions		\$120.66
Tax collections		\$-78,239.12
Tax cancelltions		\$-128.22
Tax adjustments		\$0.00
Tax refund		\$6.73
Ending Balance		\$105,853.45

May Deposits

5-1-2024	756972	Jeannette Taylor	\$1070.00
5-7-2024	756973	Jackie Nichols	\$1500.00
5-10-2024	756974	Terrie Shauver	\$1095.00
5-17-2024	756975	William Cook	\$535.00
5-28-2024	756976	William Ingram	\$143.00

TOTAL:\$4343.00

Payroll:

w#335174	\$1596.43	5-3-24
w#26047	\$1485.24	5-3-24
w#26048	\$2152.60	5-3-24

Total: \$5534.27

5. Old Business-none

6. New Business-Tax Bill from the Auditors office: This was for the election in November 2023. The cemetery portion is \$9,031.73. Shelley Williams is to call the Auditor's office (Darla McKay)to find out why so much and why we were not informed of this dollar amount until May of 2024. We did not budget for this high cost amount.

Board Members excused themselves from the group to go into Executive Session.

7. 10:35 to 11:05 am. Executive Session RCW 42.10.110(1)i Columbarium Letter

After this Executive Session the Board went back into Executive session

11:10 a. to 11:20 am. Executive Session RCW 42.10.110

Shelley Williams, Steve Burns, and Daniel Beyer adjourned the executive session and at 11:20 am the regular board meeting was back in session.

Beyer made a motion to adjourn the board meeting, Burns seconded the motion. Motion carried.

Adjourned at 11:22 am.

Asotin County Cemetery District #1

1141 Vineland Drive

Clarkston, Washington 99403

509-758-8761

Open to the Public and posted in the Lewiston Morning Tribune

May 28,2024

Time 9:30 am

Place: 1141 Vineland Drive

Clarkston, Washington 9940

Agenda:

Voucher signing only

The Board of Commissioners in and for the Cemetery District, County of Asotin, State of Washington, met this date.

Present was Shelley Williams, Chair, Steve Burns and Daniel Beyer, Member

Staff: Judy Harris

Guests: None

1. Approval of the Agenda:

Daniel Beyer made a motion to approve the Agenda for May 28, 2024 meeting. Shelley Williams seconded the motion. Motion was approved

2. Approval of the minutes of May 14, 2024.

Daniel Beyer made a motion to approve the Minutes of May 14th 2024. Steve Burns seconded the motion to approve the minutes. Motion carried.

3. Committee Report: None

4. Financial: None

Vouchers: Signed by the Board.

W#	335871	Asotin County Auditor	\$1,000.00
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W#	335873	Schurmans	\$130.86
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W#	335872	Gittens and Dukes PLLC	\$264.00
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Total	\$1394.86		
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The above warrant are approved for payment

No information has been given to ACCD#1 from the Auditor office regarding Payroll

Payroll:

w#26312	\$955.85	5-20-24
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w#26313	\$873.50	5-20-24
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Total:	\$1829.35	
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Adjournment: Motion to adjourn by Daniel Beyer, seconded by Steve Burns. Motion passed 3 to 0
Meeting adjourned at 9:45am

The Board reserves the right to alter the order of the agenda, with the exception of public hearings. Public hearings will not start before the time indicated, per RCW42.30.60. The Board may add, delete, or postpone items and may take action on an item not on the agenda.