

Asotin County Cemetery District #1
June 12, 2019 Board Meeting
Time: 11 A>M>

Agenda:

Exec Session regarding the Columbarium at 10 AM

This meeting included Lenny Frasure, Tom Turnbow, Shelley Williams excused, Rudy Mendoza, James Grow, Atty and Ben Nichols Pros. Atty.

Memorial Day Results

Project updates

Voucher Signing

Gate

Exec. Session regarding employee's

Present: Lenny Frasure, Tom Turnbow, Shelley Williams

Employee: Shane Sheets, Judy Harris

Guests: Patti Harding, John Massey, James Grow and Ben Nichols

1. Approve Agenda: Lenny made a motion to approve the agenda for this meeting and Tom moved to accept the agenda with the change of the date to June 12, 2019.

2. Approve Minutes: A motion was made to accept the minutes of May 14th by Shelley Williams and 2nd by Tom Turnbow.

3. Committee Report: Shane Sheets- We received our new mower yesterday. Starting to spray the clovers. Hope to get the water back on. Tom asked about the ditch for the water to the terrace project. Shane stated that they are still waiting on Valley Green and PUD to complete their part and hope to inspection was done and that part is ready to go, just waiting on V.G.S. Once that is all done then the sod will be put in and the grave pins installed and then ready for sales.

4. Financial: Financial reports were looked at and no questions, were approved.

Vouchers were signed

Knox billing was discussed. Walk way for the Columbarium for the amount of \$4000.71. Collier Electric was discussed. This was for the clay valve that was causing the lines to pound in the office area. PUD billing was discussed. It was great working with PUD during the water line work that the cemetery had to do last year. They gave us great cuts in the water, thank you Shane for working with them and the help with the project. It was explained to the visitors about what happened with the old lines. It was discussed that if it was not for our grounds managers expertise and knowledge that we could have lost thousands of more gallons of water and additional cost from PUD. So \$2,000.00 dollars billing is wonderful. Also with all of the repairs and improvements we are saving our tax payers money.

Question from John Massey: Valves. Would it help to look into larger valves. The Board explained that the cemetery now has all new valves, lines and etc. Mr Sheets explained the system now and how it all works, compared to what was there.

They also talked about the video of the Columbarium that was put on face book. Mr. Frasure stated he could not take the credit for this. People were in town for a funeral and wanted to see it. He brought them out and it just happened. Its great to get free advertisement.

Savings: PIFCU beginning	\$35.57
dividend	\$0.01
total	\$35.58

P1FCU Checking beginning \$455.73
merchant \$ -35.14
credit card \$.00
balance \$420.64

March 2019 Beginning Balance: \$153,007.11
March 2019 Ending Balance: \$154,490.30
April 2019 Beginning Balance: \$154,490.30
April 2019 Ending Balance: \$212,834.53
May 2019 Beginning Balance: \$212,834.53
May 2019 Ending Balance

Signing of Vouchers:

Avista \$252.28 Carroll Naslund \$22.67 Collier Electric \$1,479.31 Health Care Auth.
\$1,819.62 Knox Concrete \$4,000.71 Living waters \$2,100.15 Primeland \$215.48
PUD \$2842.77 Ringplanet \$48.59 Schurmans \$363.53
Total: \$13,145.10

Opening and Closing May2019

Plots-1
Staking-0
Saturday-1
Niches-0
Opening and Closing-5
Deposit: \$4,432.55

5. Old Business-none at this time

6. New Business- Gate: Shelley Williams question is that maybe it is time to research the possibility for a gate to be installed at the bottom of the cemetery. Would like to have it closed at dusk and reopened at day break. It has come to our attention that we are having more vandalism and issues with people coming into the cemetery and using the water for showers and the back of the shop as a restroom. We should not have to worry about the homeless sleeping in their cars and the disruption of and the safety of our cemetery staff.

She, Shelley Williams watches this all the time. People going down to the Clarkston Beach area. Whoever put the blockade there (Core of Eng, or the City) has discouraged a lot of vandalism at the restrooms and etc on the bike paths. People can still walk in but if we had a gate it will make it less inviting. She is aware they can go thru the Bennett property to get here, but will have to work harder to do that. Also the game department has to have a way to get into the cemetery. Mr. Frasure stated that the seed has been planted and we will put this on further agenda's.

John Massey: "We interned our daughter here 20 years ago. I believe that a gate would be a good idea to keep people from coming out here after business hours and stealing our loved ones flowers. This will detour them. We have a shepherds hook and wreath on her grave, that is one reason I am here today because of the items stolen over the Memorial Weekend. We have donated money to this cemetery and are tax payers. We need to have some kind of security, this is a snatch and go thing. Its hard to have a security person here all the time, so a gate would help. It's easier to make it harder for them. Why can't we have some motion sensors or camera's out there. They are not that expensive anymore, to show who is coming in and stealing items from the cemetery." Tom Turnbow stated "We have put camera's out there, but they were stolen." "It is the theft that is our problem"

Office staff called the police department and asked what we can do about all the flowers and items missing and they stated "When you see this happening, contact the police department by calling 509-758-2331. Let them take care of this. They are going to bump up extra patrols in our area. We should not confront anyone, just call the police department."

Mrs. Patti Harding: I agree about all that has been said. I want to know why the flowers were taken off the day after Memorial Day? We have spent a lot of money on these flowers. I always look at the sign at the bottom of the cemetery for when the flowers are to be picked up. Tom Turnbow "all we can tell you is that it won't happen again." We can not go back and fix what has happened." "There is nothing we can do, don't know how everything fell."

Shane stated "I take all the blame for all of this. Fehrs 1 - there was a funeral, we had complaints that the grass was too long. They wanted the grass mowed. We mowed the grass up to the Thursday before Memorial Day. We spent a lot of money every year on weed control. This year we are trying to grow the grass an inch taller. This is done to choke out the weeds. Grass holds moisture, then the sun comes out, the water, and the grass grew longer. My mistake and I take the blame." "I made the decision to clean it up because of the funeral. Normally I would just mow in the area of the funeral, then was asked why I didn't mow another area. So you mow in some spots and not others and it looks terrible. Believe me it will not happen again." "The whole deal was on me and I'll take it on the chin." Mrs. Harding was then asked if she had any further questions or comments. She stated nothing else.

Next order of business: What come out of the Executive Session at 10 am.

Introduction of Rudy Mendoza, James Grow, Ben Nichols to the guests at the Cemetery Meeting.

Lenny Frasure: the Cemetery Board is about to accept the ownership of the Columbarium

Contractor: Rudy Mendoza

His Attorney: James Grow

Cemetery Attorney: Ben Nichols

We have made a punch list of items that need to be completed before ownership can be handed over. Lenny stated that this is a \$2 Million dollar project. Terms are in our contract if anyone wants to review it.

Comments: If not we will continue.

Tom: "Wanted to say that once the punch list is completed, we will take over and ownership and then we will do whatever we need to do to complete it."

Items on the punch list: If there is wiring and plumbing it will become our issue. We will make it more available for people to go over there, once we have grass, walkways and etc.

Lenny: Rudy has done a wonderful job. It has been a pleasure working with you. We have had our good times and bad times. Appreciate you staying with it.

1. Caps, glue, bags, bag ties, brass plaques or stainless steel wire are included in the kits. These kits are provided by Rudy Mendoza. He has brought 10 each to the Cemetery office. When these get low, Mr. Mendoza will bring more to the office. Rudy will also provide the cemetery the name of the business that makes the caps, where the bags are purchased. Rudy does not agree with the granite tops for the caps, but once the columbarium is turned over to the cemetery, the cemetery board can make that decision.

2. Lights have to be fixed. Rudy stated that he talked to Brian @ Collier Electric yesterday and he said he will come over and fix the problem. Shane was asked by Lenny if he has talked to Collier. Shane stated that he (Lenny or Rudy) can call him anytime if questions. But NO he has not talked to him about the columbarium or lights. Mr Mendoza stated he will take care of this.

3. Holes in the rocks that go all the way thru the rocks. These need to be fixed. Mr. Mendoza stated that he thought they were all fixed. Rock V is one that has this problem. He will take a look. Mr. Mendoza also stated that there are some holes that they capped off cause they are not useable, not able to sell these to the public. Judy will need a list of the holes that will not be sold. Rudy will get a list for Judy.

4. Benches need to be sanded still. They will not be glued to the cement. This will make them easier to move if need be.

5. Electrical wires that are running along the outside wall of the columbarium in the grass area. Rudy too take care of this.

6. Scatter Gardens: Rocks for the plaques with the names of the people who's ashes are scattered has not been finished or set. Rudy stated that he will have them places. They are about 6 feet tall, polished stones. There are two of them. You can get them thru the fence by taking out the fence sections. One for Military and one for others. Rudy is going to donate his part of the scatter gardens to the Veterans. The Cemetery can do what ever they want with their portion.

7. Tool to remove caps: There is a tool that the cemetery can buy from Schurman's called a beehive tool, introduced by Mike Miltenberger that will remove the caps.

8. Rust on the gate: We all rubbed our hands on the gate and no rust came off. Go to Schurman's and pick up a can of clear coat and spray on the gate. This should take care of the problem. It could in time rust.

9. Bee's: Shane unable to get to the top of the rocks. If they are bees, leave them alone. If yellow jackets then spray them. Save the Bees.

10. Lay out of the systems: Manuel were received. Once Collier Electric gets his part fixed, then it is on us.

When do we plan on taking this over?? At the next Meeting which will be July 9th. Once we go over the punch list and everything has been completed, we can sign off.

With that is there anything else that anyone would like to say before we go into executive session? Mr Massey: "is there anyone that could help with donating time, materials, construction of a gate?" He is 100 percent in favor of a gate. There is a few ways to get this done

Shelley asked how soon it would be before we have grass on the west side of the columbarium? Shane stated that we are still working on the terrace project. Then the water is completed and the grass is layed and staked, we can start selling graves there.

The project next in line is the sidewalk at the Columbarium. Then the water layout for the west side of the columbarium and then the grass. Time frame, unable to say.

The vegetation on the wall and in the area on the west side is being mowed. We need to have something there to keep the dust down and erosion.

Another question about the Gate. Are you talking about a gate to keep all out or just cars?

Tom: no walk traffic either

Lenny: walkers-game department will need to have access.

Shane: He stayed out here at night of Memorial Day weekend protecting the flags and he asked 3-4 cards to leave the cemetery. One drove over the cone, others moved them. This was between the hours of 2 am and 4 am.

Lenny: The seed has been planted and it will go on the agenda to discuss at our next meeting.

Meeting adjourned
47 min.

June 25, 2019

Attendance: Tom Turnbow, Lenny Frasure, Shelley Williams

Staff: Shane Sheets

Agenda:

Voucher Signing

Phone Protocol

Vouchers: Auto Rain \$228.80 Primeland \$235.83 Ringplanet \$48.58 Card service \$62.24

Total: \$575.45

Shane: Sprinkler system is in for the Terrace project. Need the OK for the sod to be ordered. The cost for that will be around \$900.00. the Board gave the OK for Shane to order sod.

Board wanted to know when the grass is going to be planted on the west side of the Columbarium?
Again Shane stated that bids have to come in for the sprinkler system, seeding and mapping.

Shane also talked to Tom about have the map done for the Terrace project. He will do when it has been finished.

Shane also stated that he has purchased a cell phone and plan per their request and is waiting for protocol on phone. Needs to be put on the next meeting agenda's.

Asked about the cement for the plaques that are coming in the mail and the customers that want cement work done for their loved ones. No answer given

adjourned 11:15