

Asotin County Cemetery District #1

1141 Vineland Drive

Clarkston, Washington

Board Meeting- Open to the Public and posted in the Lewiston Morning Tribune

June 8<sup>th</sup>, 2021 @ 10a.m.

Agenda

Signing of Vouchers

Project Updates

Recap of Memorial Day

Cemetery Rows/grave marking

Board Members: Lenny Frasure, Shelley Williams, Steve Burns

Staff: Shane Sheets, Judy Harris

Guests:

1. Approval of the Agenda: Shelley Williams made a motion to approve the agenda and Steve Burns 2<sup>nd</sup> the motion.
2. Approval of the Minutes of last meeting: Shelley Williams made a motion to approve the minutes of the meeting of May 11<sup>th</sup> and 24<sup>th</sup> as written and Steve Burns seconded the motion, motion carried.
3. Committee Report: Shane Sheets: Gate: The 2<sup>nd</sup> bid came in on the Gate. There is only \$1300.00 between them. Lucky Acre's would like to get paid in full, will not go in phases. They are out 3-4-months  
Collier Electric will work with us on the payments. Will do installments. Can get started about 2 months. He also knows the area and where all the equipment is and electrical. The digging on the grounds would be no problem, cause he did most of that work from other projects. He has all his note from these other projects. Steve stated that we should accept Collier bid cause he has done everything else. Shelley stated that we should accept Collier Electric Bid. Shelley has made a motion and 2<sup>nd</sup> by Steve to accept the bid from Collier Electric. This motion was approved by the board.  
Shelley asked Shane if there was any vandalism with the flags and flowers. Shane said not while he was out during the nights shift. That was between 6pm to 6am. There was one large flag taken from down at the entrance.  
The Board also talked about the Niche Wall. We only have 3 more spaces left. The one they are looking at is light gray structure Mahogany niche plates- Overall size 71 5/8 X62x62.5 Niche sizes. 12| inx12in Hexagon shaped with one community ashuary – door measuring 5inch x 12inch with a cross on the door. Total of 44 niche spaces. This will be coming from Utah Wilbert Vault. They will start on this as soon as they receive a down payment.  
Also talked about the size of the crem boxes that can be placed in the ashuary. Shane said the ones that come from the crematorium which is 4x5x6 will fix and Steve stated that they are 6x8x10. Shane stated that around 400 could fit in the ashuary in these boxes. The board will have to set a price on these niches and the ashuary space.  
The board also stated that this is in no way going to affect the sales of Rudy Mendoza Columbarium niches. We will continue to sale within the Cemetery, Columbarium, Niche Walls and Red Wolf Terrace.  
Shane stated that they are catching up on mowing and weeding. Spraying when there is no wind.  
Shane also talked about the 2 bid received on the new computer and printer. The Board stated to go with whichever one you feel good about. The price is so close.

Shane also saw someone down at the Columbarium measuring and etc. Judy stated that she thought it was the City of Lewiston, who called and said they were interested in the Columbarium for Normal Hill Cemetery.

PUD: Shane received a call from PUD about a failed meter, so we should expect a higher bill on the next cycle.

4. Financial- Board reviewed and approved and accepted the financial

P1fcu Savings

Beg Balance	\$35.79
Ending Balance	\$35.79

P1fcu Checking

Beg Balance	\$4518.16
Dividends	.56
Balance	\$4478.76

County Balance

April Beginning Bal	\$257,664.74
April Ending Bal	\$319,017.00

Vouchers:

Avista \$86.46 Carroll-Naslund \$48.47 Gateway \$16.35 Healthcare Authority \$1009.39

Livingwaters \$2737.80 Ringplant \$52.57 Schurmans \$353.53 PUD \$2805.33

Total: \$7109.09

All vouchers were reviewed, signed and motion to accept payments

Voucher:

June 11, 2021

Mahoney Monuments \$13,547.00

Total: \$13,547.00

Vouchers were reviewed, signed and motion to accept payments

Old Business:

Shelley did not get a hold of the Commissioners and ask them to attend this meeting. She will get with them for the month of July. This is regarding the hunting season and Fish and Game Department.

Also Shelley contacted Merle Kaufman regarding the state audit and having someone else do this for the office. They have to have a certain license to submit reporting to the State of Washington. Shane stated that his tax person (LeeAnn Trautman does this) The Board asked him to talk to her and see if she would like to do this for our office.

New Business:

There was a long discussion with the Board and staff regarding the Memorial Weekend and the confusion and concerns with the Large Military Flag, groups of volunteers, unable to find graves, marking of the area's to make it easier to find graves, Port a Potties during the Memorial weekend, vandalism, protection of the flags.

Also that this year coming off of the covid 19 restrictions and with the different organizations that had helped in previous years, policies they have to go by made it a lot harder to get things done as were done in the past.

Shelley would like to form communities to handle all this. Shane stated that this was dropped in the cemeteries lap and that people do not realize how much of an inconvenience this has been. Especially when they have to get their work done and do all this extra.

Some other items talked about was:

- Mask issue will not be a factor for next year. Memorial Weekend
- Tuesday will be the day the flags will be removed for Memorial Weekend
- Port a Potties will be put out in the Cemetery
- All Coffin flags should be put out for Memorial Weekend
- All rows in the Cemetery will be marked with some type of identification
- Gate should be finished and then there will be no night duty
- Hire a seasonal person to take care of all extra's

No other discussion, meeting was adjourned

adjourned 96min

Lenny Frasure, Chair

June 8, 2021

Asotin County Cemetery District #1

1141 Vineland Drive

Clarkston, Washington 99403

June 22, 2021

Board Meeting-Open to the public and posted in the Lewiston Morning Tribune

Voucher signing meeting

June 22, 2021

Present: Lenny Frasure, Shelley Williams, Steve Burns

Vouchers: Avista \$225.89 Auto Rain \$517.93 Gateway \$147.39

Quality Concrete Products \$112.11 Primeland \$74.21

Napa \$81.60

Total: \$1159.13

All vouchers were reviewed, signed and motion to accept payments

Adjourned: 15mins

June 24, 2021

Voucher Signing

Present: Lenny Frasure, Shelley Williams, Steve Burns

Computer Guy \$1783.13

Total: \$1783.13

Voucher was reviewed, signed and motion to accept payment

Lenny Frasure, Chair

June 24, 2021