

Asotin County Cemetery District #1
July 9, 2019 Board Meeting
TIME: 10 AM.

Agenda:

Project updates
Cell phone protocol
Voucher signing
Niche Wall blanks
Old Business
 Vets Wall
 Gate

Present: Lenny Frasure, Shelley Williams, Tom Turnbow

Employee: Shane Sheets, Judy Harris

Guests: Brian Collier with Collier Electric, James Petrie with Valley Green Sprinklers

1. Approve Agenda- Motion made by Tom to accept the agenda and Shelley William 2nd the motion
2. Approve Minutes-Motion made by Shelley Williams to accept the minutes of June 12th meeting and Tom Turnbow 2nd the motion.
3. Committee Report-Shane-Introduction of James Petrie with Valley Green Sprinklers to go over the layout and bid for the west side of the Columbarium for water. Also talked about the time frame for this to be done. He stated that he will block out 2 weeks in September for this project. Also stated that when he is finished them the hydro seed company can come in the same day or next. There will be a small amount of prep work. James will give the Board an estiment of what the cost will be. This will be done in phases. He estimates this to be done in 3 phases. James will come back with this information for the Board. Shane indicated that this bid will not include any extra's, like the shrubs, trees and the water that will go to the plants. They stated that the ground is level and little prep work will be needed. James will bring this information in for the Board to review at the July 23rds voucher signing meeting.

Shane also talked about ordering a couple more Niche blanks. Seems like we never get our replacement blanks back when the monument companies come and get them. A motion was made Two ordered two from Memorial Monument @ 175.00 each. This was OK by the Board Members.

Shane also said the Red Wolf Terrace Project is finished except the concrete markers. Water, grass, and the mapping has been finished. Map is ready for Tome to print. Ready for the selling of plots in this area.

Shane then introduced Brian Collier with Collier Electric. Brian stated that he was here to explain why we received a billing from his office for the light work done at the Columbarium. It was a mistake by his staff. These bills should have gone to Hell's Canyon Rock instead. Nothing we need to do with them. Lights are another statement of concerns. I priced lights out for Rudy's choosing. He choose these fixtures and the lamps are not seeding. They are bright, dim, off and on. I work with my distributor who in returns works with the manufacturer. They were the cheapest. You get what you pay for. Down the road we could replace them with a better grade. Maybe look at this before the warranty goes out. Brian went over the design of the lamps and also the problems that can happen cause of the drainage under the concrete at the Columbarium platform due to water. Shelley asked about the specks sheet and if it showed the gravel under the Columbarium. Board was not aware of anything that had to do with specks sheets concerning the gravel. Conclusion: See how things go, and if a problems, we can deal with it at that time.

Brian also talked about the setting of the 2 rocks left at the cemetery by Rudy Mendoza for the names of the persons ashes that are in the scatter gardens. He brought in a big crane to place these rocks. "Brian stated that he does not feel comfortable with them and how they are placed. They need a foundation and I think they are an accident to happen." "They are tipsy, and all it would take is a couple of kids playing to knock them over." "They need a foundation under them with rods up the center to help stabilize them." He also brought a general release of liability form with him to have the Cemetery Board sign because of his concerns with the rocks.

The Board would like him to remove the rock again and place them outside the Columbarium site and they will have Knox Concrete pour a foundation for these rocks. They then will have him return and place the rocks on the foundation.

Shane asked if he was not suppose to do what he was told to do with these rocks. Tom stated you did what you were told. No problem with what you did. He stated that the cemetery does not have the equipment to do this heavy of work. Lenny stated that in his opinion they are placed perfectly where they are, we just need to get them stable. They will need to be picked up again and put down and rods placed to hold them and set again. Lenny asked when they can be removed, Mr. Collier stated they will be moved out of the Columbarium this week. He will then return with the crane and reset the rocks when Knox is finished. Shane will call Knox and see if he can do this at the same time as the sidewalk. Shane reported that we have a person out here doing community service. He has 50 hours to do. He has assigned him to Monte to do weed control and etc. We keep track of his hours and report back to his patrol officer.

Map for the Red Wolf Terrace is finished for Tom to take and enlarge for the Cemetery Book.

Cell Phone Protocol: Shane picked out the phone and plan per the Boards request. No protocol was discussed at this time. It will be added to the next meeting agenda.

Signing of the vouchers were done.

Punch List for the Columbarium: Lenny asked about the punch list. It was discussed and it has been decided that taking over the Columbarium will be delayed until Mr. Mendoza has repaired what is need to be finished.

Bids for the road at the Columbarium. There were 3 bids that came in. They were from Poe Asphalt, Herco, and Morgan Ind. Shelley Williams has been excused from this discussion. Bids were reviewed and the conclusion is that they all need to be broke down and explained where it is easier to understood what is being charged for. They would also like to have the bids put into 3 phases of work. Shane will call and talk to each company and explain what needs to be done with the bids. This has been tabled at this time.

4. Financial: The Board went over the financial statements.

Savings: PIFCU beginning	\$35.58
Dividend	\$ 0.01
Total	\$35.59
PIFCU Checking beginning	\$420.64
Merchant	
Dividend	\$.06
Credit card	\$ 75.00
Balance	\$495.70

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: \$210,878.51
JUNE 2019 Beginning Balance: \$Not in from County

Signing of Vouchers:

Avista \$89.60 Atlas Sand \$90.91 Auto Rain \$110.85 Carroll Naslund \$22.67
Collier Electric \$1142.28 Livingwaters \$1023.15 Napa Auto \$153.00 Ringplant \$49.52
Schurmans \$82.47 Valley Green Sprinklers \$4945.00 PUD \$3450.41
St Wash. Health Care Authority \$1990.62
Total: 13,150.48

Opening and closings June 2019

Plots-0

Staking-7

Saturday-1

Niches-1

Opening and closing- 3

Deposit: \$2416.00

5. Old Business-

Vets Wall-Concerns on the structure of the Veterans Wall. Cracks, plaques falling off, discolor of the paint. Maybe need to do something different in this area, like a rock with the names engraved on it instead of plaques. Plaques that are there are hard to read and discolored. This has been tabled at this time

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.

John Massey. I believe that a gate would be a good idea to keep people from coming out here after business hours and steal our loved ones flowers. This will detour them. shepherds hook and wreath stolen. 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.

Mrs Patú Harding: I agree about all that was said.

Mr. Massey: " is there anyone that could help with donating time, materials, construction of a gate?"
100 percent in favor of a gate.

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

Discussion on weather we want to pursue this. We need to look at different kinds of gates. Power, or solar? Mr Collier was asked if he did this type of project. He does.

All Cemeteries in the Spokane area are all gated. There are many options:

Swing Gates

Permanent with clickers

Rail Road Crossing

Gate @ Beach View Road-example

Directional

Double or single swingers

Board says it has to be simple. Shane and Brian Collier will work together and come up with

something for the Board Members. Tabled at this time.

Adorned 78 mins

July 23, 2019

11 a.m.

Present: Lenny Frasure, Shelley Williams, Tom Turnbow

Agenda:

Signing of Vouchers

Valley Green Sprinklers 3 phase bid for the Columbarium Area

Adt Security Services \$5.76 Auto Rain \$83.54 Avista \$168.20 Primeland \$391.52

Collier Electric \$1142.28 Early Bird \$75.49 Valley Green Sprinklers \$914.29

Total: \$2781.08

Signing of Vouchers were done.

Lenny requested that the punch list be review and signed today. Some discussion was done and a call to Mr. Mendoza was placed and a voice mail was left for him regarding the concerns.

1. 10 caps (both large and small) have been delivered to the Cemeteries
2. Lighting in need of repair. Lenny stated that he has talked to Brian Collier and the inspector has sign off on this.
3. Holes in Rock B were discussed and have since been repaired
4. Benches- sides need to be sanded, smoothed and glued down to the legs
Benches are going to remain removeable
Benches still need to be sanded smoothed.
5. Cemetery may move the benches away from the grass as they desite
6. The electrical wire in the grass has been covered with a protective device
7. Mendoza will donate two rock for the polished face for the scatter gardens. One will be labeled for the veterans and the cemetery will provide the brass tags with names.
8. The cemetery will provide a tool to remove caps from the Columbarium.
9. Mendoza has provided manuals and information that show the sprinkler layout of the columbarium and electrical
10. The parties agree that with consent of the board Mendoza has held out 20 niches for his own benefit and the use of his family located in Column V, nos. _____.

This signing of this document constitutes the completion the Columbarium Project in its entirety and by signing hereunder the parties acknowledge that they have reviewed the items listed and are satisfied with the work performed and that except for the payment provisions of the contract the parties hereby acknowledge that the project is completed

To be signed by all Board Members and Rudy Mendoza.

Punch list not completed at this time, so no signatures were needed to sign off.

Waiting for reply from Mr. Mendoza

adjourned: 24mins