

Asotin County Cemetery District #1
August 14th, 2018 Board Meeting
Called to order at 10am

Agenda:
Voucher Signing
Project updates below
Columbarium update
Terracing landscape project

Present: Lenny Frasure, Shelley Williams, Tom Turnbow

Employee: Shane Sheets, Becky Martin, Judy Harris
Guest: Brian Collier with Collier Electric

1. Approve Agenda- Tom Turnbow approved the agenda and Shelley Williams 2nd the motion
2. Approval of previous meetings minutes- Shelley Williams Approved the minutes to the last meeting and Tom Turnbow 2nd the motion
3. Committee Report- Shane and Brian Collier explained what has been going on with the water problem and the way they are fixing it. Besides the age of the system.
 - a. The funny pipe, the rodents chewing the lines, these are what waters our trees and shrubs. We are addressing this with PVC pipes now to feed our trees.
 - d. We found a 24 inch concrete pipes that no one knows about. Shane made the decision to have it cut to see what was in it. It was Full of mud, we thinks it was a culvert. No one knew where it went and who put it in. When the bore machine hit it and because it was rounds the machine went under it and under this pipe and our main and electrical service. It is now fixed and the pipe is fixed. Brian Collier also wants the board to know that when they found this pipe, we also had PUD, Storm water on site and we contacted all the other branches in the community to be here to find out if this was any of theirs and not one of them claimed it as theirs.

We will be hooking up to the water main sometime this week or next.

Sample of the new pipe system is on the table for you and the public to view. This will show everyone what we are working with.

c. A company from Texas came in to look at a clay valve. There are only a couple of companies in the United States that provide this service. No one knew about this valve. This clay valve is ours and needs to be serviced every 3 to 5 years. This has not been serviced since it was new, and we do not know when it was put in. As far as who, and when, this clay valve was put in, is any ones guess. Since the cemetery did not keep records. Main problem at the cemetery is the seal was cracked. This seal controls a constant pressure, so that our pipes don't break. This valve was in the PUD's vault. It has been out of service for the last 10 years or more. This controls hammering and controls flow. We would have 50 pounds at the top and 110 pounds of pressure at the bottom, this clay valve was not

working right, we would be getting anywhere up to 220 pounds at the bottom. Shane and Brian put gauges on the pipes to see what was going on. It did not act up all the time. When it came to light what was going on is when they found the problem with the clay valve. It was fixed and serviced.

Brian Collier of Collier Electric talked about the valve and that it has to be set up for service with with company. They are certified to do this type of work and they set pressure on this valve which we can not do. We do not have the licensing to do this. PUD for example has to have this done. Its not something that we can do in house. We were also updated on these parts. He talked about the pressure gauges and how they work. Talked about the 4" main that is installed all the way to the bottom, the road crossings are complete, there is a hydro excavation truck showing up to expose where the saddles need to be put on, that will take place today. Hoping that if all goes well, next week we are going to plan our shut down and tie into the vault and get the "T" into the columbarium. It came to our knowledge that we have to retie into the upper T that comes down the hill. We have a complete loop system, which we did not know we had. This was found out when we dug up all this stuff, we thought it dead ended. This is a good thing. This helps for redonence . It also evens out our flow, we are not trying to take water all the way down the hill and push it back up, we are coming down the hill on both legs.

We are hoping to have the water back on by the end of next week. We have to work really close with James Petrie with Valley Green Sprinklers and make sure they are going to be able to up hold their end with tying into the junctions and if all goes well, yes we will be up and running, if not we will be pushed back another week. We will not be able to water during this time. That is why it is so important that Valley Green Sprinklers is available.

Lenny also asked Mr. Collier to prepare an invoice so that we can get some kind of a payment to them for their work done for the cemetery.

We have also ran a pipe for wire while doing this project for further use. For if you want to put in more lighting in the cemetery, down at the Columbarium, or where ever. Right now we have anywhere from 10 to 15 strands ofwires that go out of the sprinkler boxes to the clock. So what we are going to do on the section that goes down the road is to restring all the electrical into this new pipe so that we do not have problems with shovels, cutting into the wires down the road in the futher.

All information on this project will be put in a file for the next person that takes over the cemetery. Brian also stated that one asset the cemetery has is with PUD. Steve has donated his labor and the \$650 thousand dollar Vacuum Truck to come get this project started. The PUD has a satellite mapping system that I am sure Tim would be happy to map our system out for you with g.p.s. This would show where the valves, T's,etc are. I was thinking about reaching out to him, with the boards approval. We should have him come to a meeting when this is all said and done. He has saved the tax payers a big chunk of money doing all this on his own time and etc.

We would like to thank Brian Collier with Collier Electric for all that he has done to get this project going and getting everything fixed.

We should also make Rudy Mendoza aware of when the water is going to be off. We can run hoses down there if we have to for the Columbarium. The water is being shut off for safety purposes, there is a lot of weight on that line and when the water is shut off and then turned on there is a chance with the weight of the water coming off that hill we could have a slide and that could come off the hill. Safety is the way we want to do it.

While we are on Rudy and the Columbarium, we need to have a mapping of his water system. This is for futher use in case we have a brake or anything that may go wrong.

Brian also stated that Rudy has reached out to him about the lighting needs to be done down there. He

does not have a problem with doing it. To finish this he would have to pull the permit and go from there. It would cost around \$175.00 to complete. He wanted to board to be aware of the problems with payments that Rudy has had with this project and he (Brian) would like to know who is going to pay for this to be done. Rudy or the Cemetery. It was stated that he would have to talk to Rudy about this. Ask for the money upfront before any work is done was suggested. Lenny stated that he talked to Rudy before the meeting and Rudy stated that the fencing is going in and the benches will be sanded and the lighting and all should be finished.

We have received two bids for the wall. The third did not want to do it because he is too busy. The bids were reviewed by the board. After going over the bids the board would like to have one of the bidders to rebid with the solid steps, which is the same type as the other bidder. This will be done and the board will review this next meeting.

Shane also had another idea with the stones that were purchased from Rudy Mendoza. This is to help create pull outs on Fitzgerald road. We could use them as a retaining wall. Using these rocks to hold back the soil between the trees.

4. Financial: Financial -Financial were approved by the Board Members

Savings: P1FCU beginning	\$35.47
Dividend	\$ 0.01
Total	\$35.48
P1FCU Checking beginning	\$132.54
June Merchant	\$-39.90
July Merchant	\$-39.90
Ending Balance	\$52.75
2018 July Beginning Balance Cash	\$321,085.67
2018 July Ending Balance	\$293,750.93

Signing of Vouchers: Vouchers were signed by the Board Members

Avista	\$282.37	Auto Rain	\$101.50	Carroll Nasiund	\$38.19	Early Bird	\$32.03
Napa	\$22.09	PUD	\$3392.44	RingPlant	\$54.54	Schurmans	\$79.61
Vineland Cemetery	\$500.00	Washington State Health Auth	\$1810.77	P1FCU Visa	\$102.00		
Total:	\$6,415.54						

DEPOSITS:

July	\$4,023.50
	\$14,485.49
Total :	\$18,508.99
7-Opening and closings	
2-Plots	
7-Staking	
2-Saturday	
2-Niches	

5. Old Business-retirement for the employee's of Vineland Cemetery-Resolution form to be signed The Resolution form was signed by the Board and this will be submitted to Olympia for approval. This Resolution will give the employee's retirement benefits. This is called Deferred Compensation

Program with Washington State Department of Retirement System. This is of no cost to the tax payers. Employee contribution only.

6. New Business - Mr. Keller: Mr. Keller came to the cemetery and asked where the prices for opening and closing came from. He was told that it was set by the Board in the beginning of the forming of the cemetery. He was given the names and the telephone numbers of the Board Members to call and express his concerns. He did talk to Tom Turnbow. He wanted to know why it was so expensive to be buried out here. It is the cost of doing business. A new price list was made for all the board members.

The biggest thing is that the rules have been set, so if someone comes up to you and asks you why its done like this? It is the cost of doing business.

Enclosed : water line picture
mtg adjourned 1hr 06min

August 28, 2018

11 a.m.

Voucher signing meeting called to order by Chair, Lenis Frasure

Present: Lenny Frasure, Tom Turnbow, Shelley Williams absent

Employees: Shane Sheets, Judy Harris

Guest: Brian Collier with Collier Electric

Brian Collier submitted his billing for the water main project. Talked about a couple of items still to do. Either he or Shane can do these items 1. need 2 valve incasement and 2. blue marker for road crossing for water.

Brain would also like to have a water line map done and we will ask Tom Turnbow to get him one. He would like it 11x17. Have Tom email it to him.

Valley Green Sprinklers is to submit their billing for this project. It is separate from Mr. Collier.

Shane also stated that Valley Green is changing out the pvc on the Pet Cemetery side of the cemetery with the same lines as the rest of the cemetery.

Vouchers to be signed:

Auto Rain \$734.65 Collier Electric \$88,479.72 Prestige Worldwide Tech \$3,646.32

Schurmans \$49.13 Valley Green Sprinklers \$1,076.05 Mildred McDowell \$150.00

Total: \$94,135.87

mtg adjourned 18 minutes