

Asotin County Cemetery District #1  
September 11, 2018 Board Meeting

Agenda:

Voucher Signing

Project updates

    Irrigation system repairs

    Schematic of present system

Columbarium update

    Accounting procedure

Terracing landscape project

Present: Lenny Frasure, Shelley Williams, Tom Turnbow

Employee: Shane Sheets, Monte Wells, Judy Harris

Guest: Rude Mendoza

1. Approve Agenda- Lenny has asked Rudy Mendoza to the meeting and Tom Turnbow moved that the agenda be approved with the addition with the above amendment and 2<sup>nd</sup> by Shelley Williams

2. Approval of previous meetings minutes- Shelley Williams approved the minutes to the previous meeting and Tom Turnbow 2<sup>nd</sup> the approval.

3. Committee Report-Shane states we are done with the water. We are working on filling the holes, sod, and getting ready for the fall projects. We are having maps made on the updates. The water bill update was given. Water for 2017 was \$11,363.40 January to July and 2018 is \$3,855.54 with the help of PUD and the credit they gave us we will be in line with previous years dis spite all the water problems and water loss.

Shelley Williams stated that we need to send a thank you letter to PUD for all that they have done.

Shane stated that we went from 16 stations to 6 stations on this side of the cemetery and from 30 stations to 20 stations on the other side. He has cut the time of watering from 22 hours a day into half. Payback will be a lot faster than we thought. Signs have been ordered for the water lines. These are to show where the water lines are and where not to dig.

We will start again next spring looking for summer help.

The Board talked about the two bids that were received for the terrace project. They were Clearwater Summett and Living Waters. The difference between the bids was such a small amount. There was a motion make by Tom Turnbow to let Shane Sheets make the decision after talking to each company about the time schedule with starting and completion of the project. Motion was made and 2<sup>nd</sup> by Shelley Williams. Voted on and passed.

Tom asked about the Niche Wall for the area of 24 and 25. This was put on hold until the terrace project is completed.

4. Financial: -Board Members went over financial with the understanding that the reports from the county treasure has not been received.

Savings: P1FCU beginning \$35.48

Dividend	\$ 0.01
Total	\$35.49
P1FCU Checking	beginning \$52.75
Deposit	\$500.00
Merchant	-\$44.90
Dividend Credit	\$0.04
Ending Balance	\$507.89
2018 Aug. Beginning Balance Cash	\$293,750.93
2018 Aug. Ending Balance	not received yet

Signing of Vouchers: Vouchers were signed by the Board Members

Adams Tractor	\$87.93	Auto Rain	\$23.69	Avista	\$285.15	Carroll-Naslund	\$38.19
CHS Primeland	\$52.43	Early Bird	\$29.07	Judy Harris	\$157.80	John's Saw shop	\$29.96
Napa Auto	\$158.74	PUD	\$4508.90	Schurmans	\$28.50	Valley Green Sprinklers	\$588.61
Wa. St. Health Care	\$1810.77						
Total:	\$7799.74						

DEPOSITS:

August \$3459.00

Total :

3-Opening and closings

1-Plots

2-Staking

0-Saturday

1-Niches

5. Old Business-

6. New Business - Update from Mr. Mendoza on the columbarium. He stated that he will be bring some of the communicable caps to us for the resting place that was purchased at the columbarium. He stated that he has a few made up. Per his contract he is to provide the first 150 caps and the name of the manufacturer. He will also provide the cemetery with a map of the sprinkler system. He will have a folder with everything in it. The map of the sprinklers, type of fixtures and lighting.

Shelley Williams asked about marketing of the columbarium. That is up to Rudy Mendoza and the Cemetery to make that decision. Per the contract Mr. Mendoza/HICR agrees that they will int urn the first 100 niches sold in the columbarium.

Mr Mendoza stated that it sounds like it is starting to move forward and we need to address how the information get to the engraver for the plaque's. He talked to Judy and if she will get him the information he will take it up and have Mike at Northwest Engraving to do. Mike has all the information in his computer of the sizes 2x4 and 4x4. He will then do a proof and we will get it to the people. Tom stated that it would be best if we leave the middle man out of this and have one person handling it. Then it is the matter of putting it on the opening. Rudy agreed. Question on the Engraving for the first 100 of sales was asked, who's responsibility? Rudy or Cemetery? If Mr. Mendoza is responsible for the first 100 internment isn't that his responsibility? He states he does not think so. Lenny states that we will be assuming ownership soon and it will be the cemeteries expense. Mr. Mendoza also wanted to talk about the disbursement of the monies. He would like his part of the

sales to go to his account that has been set up at Umpqua Bank instead of a check written to his Attorney James Grow and get rid of the middle man, and then the cemetery pays 12.5% of the sales to his other two creditors. Board was all in favor of this and we will do this from the cemetery P1fcu account and then the balance will go to the county for the 30% of sales minus engraving fees. A check then was made out from the P1fcu account in the amount of \$2625.00 and signed by the Board Members and given to Rudy Mendoza.

Mr Mendoza would also like to talk about the scatter gardens. He would like to donate his part of the scatter gardens to the Veterans. This would not include the cost of administration and caps and plaques and engraving. There is a place for the plaques on the basalt rock fencing. The cost of the scatter gardens is at \$400.00. This would only be on the gardens. It will give these guys some place to go. The Board Members felt that if Rudy is willing to do this, so can they. We would have to keep track of all the people in the scatter gardens. This should be the same as everywhere else in the cemetery. It was discussed on how we are going to get Rudy his check on the first sale. Lenny would like to get it to him as soon as possible. A check was written and signed and given to Mr. Mendoza.

Adjourned 53 minutes