

Asotin County Cemetery District #1
1141 Vineland Drive
Clarkston, Washington 99403
509-758-8761

Board Meeting January 14, 2025

Time: 10. am

Place: 1141 Vineland Drive

Clarkston, Washington 99403

Open to the Public and listed in the Lewiston Morning Tribune

The Asotin County Cemetery District #1 in County of Asotin, State of Washington, met this date.

Present: Shelley Williams, Chair, Phone calls, Steve Burns, Member and Daniel Beyer, Member.

Guest: None

Staff: Shane Sheets, Judy Harris, Casey Wood was introduced to staff

Regular meeting called to order at 10 am by Shelley Williams, Chair

Agenda Items

Committee Report

Signing of Vouchers

Executive Session RCW 42.30.110 (1) i

1. Approval of the Agenda: Dan Beyer motion to approve the Agenda, Steve Burns seconded the motion. Motion was carried

2. Approval of the last minutes: Dan Beyer made motion to approve the minutes of the last meeting Steve Burns seconded the motion. Motion carried

3. Committee Report: Casey Wood was hired this month. He will be learning the outside and the inside office work. Review his wages every 90 days. Back ground in landscaping, water works. We have gotten information regarding the new mower. We will be looking into the pricing. We are also looking into the new storage area inside the main shop area. This is for items that need to be saved for items that need to be saved. Also talked about the backo and the repairs that needed to be done over the holidays. 1. Approval to use the debit card for amazon. Motion was made to use the debit card for amazon. 2. Approval of the office storage room to be built. Motion was made to go ahead with this improvement motion and seconded by Steve Burns. Motion Carried. 3. Motion was made to hire Casey Wood for position that is open at the Cemetery. Motion was made and seconded by Steve Burns. Motion Carried. 4. Motion was made to go ahead with the purchase of a new lawn mower. Motion was seconded by Steve Burns. Motion Carried. Yes we budgeted for the mower.
10.30 Executive Session RCW 42.30.110 (1)I

4. Financial: Financial was reviewed and Motion made by Dan Beyer to approve. Steve Burns seconded the motion. Motion Carried.

P1fcu Savings

Beginning Balance \$35.97

Ending Balance \$35.97

P1fcu Checking

Beginning Balance \$2012.44

| | | |
|---|-------------------------|------------------------|
| Dividends | \$0.25 | |
| Ending Balance | \$2012.69 | |
| Twin River Bank 11-1-24 | | |
| Beginning Balance | \$100.00 | Dan Beyer open account |
| Intuit activity | \$0.44 | |
| Intuit debit | \$-.44 | |
| Ending Balance | \$100.00 | |
| Twin River Bank 12-1-24 to 12-31-2024 | | |
| Beginning Balance | \$100.00 | |
| Deposit | \$100,000.00 | |
| Interest paid | \$3.80 | |
| Payroll | \$-875.00 | |
| Payroll | \$-955.85 | |
| Ending Balance | \$98,272.95 | |
| County Month End 11-1-2024-11-30-2024 | | |
| Beginning Balance | \$343,096.32 | |
| Total Activity | \$14,910.44 | |
| Ending Balance | \$358,006.76 | |
| Deposits November | \$785.30 | |
| December | \$835.00 | |
| | \$2454.50 | |
| | \$1615.37 | |
| Tax Balance | | |
| Outstanding taxes | \$47,542.82 | |
| Taxes Collected | \$-41,956.12 | |
| Tax Refunds | \$113.93 | |
| Ending Balance | \$5,700.63 | |
| Vouchers The Board signed and approved the vouchers for payment | | |
| w#341876 | Asotin County Auditor | \$1,000.00 |
| w#341885 | Asotin County PUD | \$42.01 |
| w#341877 | Avista | \$104.49 |
| w#341878 | Carroll-Naslund | \$61.07 |
| w#341879 | E-Z Rental | \$523.57 |
| w#341881 | Health Care Authority | \$2339.69 |
| w#341880 | Judy Harris | \$99.91 |
| w#341882 | Napa Auto | \$54.19 |
| w#341884 | Printcraft | \$201.40 |
| w#341883 | Precision Signs | \$80.00 |
| w#341887 | Ringplanet | \$69.29 |
| w#341888 | Stonebraker McQuary inc | \$871.41 |
| | Total: \$5447.03 | |
| w#341886 | Stormwater | \$187.44 |
| Total \$5634.47 | | |
| Payroll | | |
| Management | \$2113.19 | |
| Staff | \$4445.60 | |
| Accounting | 412.98 | |
| Payroll | | |

Management \$857.99
Staff \$3193.94
Accounting \$16.23

5. Old Business
6. New Business

Dan Beyer made a motion to close the meeting. Steve Burns seconded the motion, motion carried
Meeting adjourned at 11:05a.m.

The Board reserves the right to alter the order of the agenda, with the exception of public hearings. Public hearings will not start before the time indicated, per RCW42.30.60. The Board may add, delete, or postpone items and may take action on an item not on the agenda.

Asotin County Cemetery District #1
1141 Vineland Drive
Clarkston, Washington 99403
509-758-8761

Board Meeting January 28, 2025
Time: 9.30 am
Place: 1141 Vineland Drive
Clarkston, Washington 99403
Posted in the Lewiston Morning Tribune
Open to the Public

The Asotin County Cemetery District #1 in County of Asotin, State of Washington, met this date.
Present: Shelley Williams, Chair, Steve Burns, Member and Daniel Beyer, Member.
Guest: None
Staff Members: Shane Sheets, Judy Harris

Agenda Items:
Signing of Vouchers

Meeting was called to order by Chair, Shelley Williams, and Daniel Beyer. Steve Burns excused.

Vouchers were signed and approved

| | | |
|----------|---------------|-----------|
| w#342132 | ADT | \$128.87 |
| W#342133 | ACCD#1 | \$6571.77 |
| w#342134 | AC ROAD DEPT | \$631.82 |
| w#342135 | AVISTA | \$291.50 |
| w#342136 | CHS PRIMELAND | \$33.05 |
| w#342137 | EARLY BIRD | \$598.89 |
| w#342139 | SCHURMANS | \$160.74 |
| TOTAL: | | \$8416.64 |

Daniel Beyer made a motion to close the meeting. Motion was approved and carried.
Meeting Closed 9:50am adjourned.

Public hearings will not start before the time indicated, per RCW42.30.60. The Board may add, delete, or postpone items and may take action on an item not on the agenda.