

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

Board Meeting

Aug 12, 2025

Time: 10am

Place: 1141 Vineland Drive

Clarkston, Washington 99403

Open to the public and posted in the Lewiston Morning Tribune

Agenda:

Voucher Signing

Project Updates

Fire

Executive session RCW 42.30.110 (1)i , g. HCR, Personal

The Asotin County Cemetery District 1 in the County of Asotin, State of Washington, met this date.
Present: Steve Burns, Excused, Daniel Beyer, Shelley Williams Excused, : John Anderson sitting in for Shelley Williams
Staff: Shane Sheets, Judy Harris
Regular Meeting called to order at 10am by Daniel Beyer

1. Approval of the Agenda: John Anderson made a motion to approve the Agenda, Daniel Beyer seconded the motion. Motion approved
2. Approval of the minutes to last meeting: John Anderson made a motion to approve the minutes of the last meeting, Daniel Beyer seconded the motion. Motion approved.

3. Committee Report

Shane Sheets General Grounds Manager

Fire: All billing are in and out to the insurance company

Truck: Stone breaker Ins. Went over the policy for the renewal on the dump truck. Not covered when parked inside the building, only liability- fire and thief they do, do complete coverage. \$1,000.00 deductible. Truck is worth \$3,500.00. What do you want to do. We need insurance just in case. Stated \$294.00 per year . Commissioners moved to have the insurance paid for the dump truck.

Change with Burial Calls: Judy writes up burial calls and gives to the grounds person working the funeral. They will now call the contact person for the burial. Will find out size of urn. Use of Gazebo, Electrical. Time and etc.

Grass Signs: Keep off the grass signs have been damaged. Went to order more and they have gone up in price. Going to wait on that. Bulk is better.

4. Financial:

P1fcu: July 2025

Savings Account

Beginning Balance \$35.79

Ending Balance \$35.79

Checking Account

Beginning Balance \$2014.47

Dividends \$0.27

Deposit	\$50.00
Ending Balance	\$2064.74

Twin River Bank	
Beginning Balance	\$97,927.24
Deposits	\$5,003.39
Interest	\$7.78
EFT Payroll	\$1,473.98
EFT Payroll	\$3,532.57
EFT Payroll	\$4,270.39
IRS TAXPYMT	\$2,343.88
WASH DSHS	\$250.00

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VOUCHERS WERE REVIEWED AND APPROVED TO PAY

Asotin County Cemetery District # 1	5,415.02
Asotin County Landfill	17.40
Atlas Sand and Rock	350.00
Avista	112.15
Branting Electric	5,114.72
Carroll Naslund	61.07
CHS Primeland	77.79
Early Bird	60.60
E-z Rental	195.12
Health care A	2,334.45
Gittins and Dukes	345.00
Napa Auto	142.30
PUD	6,956.07
Ring Planet	85.86
Stateline Continuous Gutter	518.98
Wilbert	4.47
Willy's Pole Barn	9,280.00
Schurmans	306.02

TOTAL		31,377.02
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Payroll	\$5393.38
accounting	\$221.64
Payroll	\$4853.42
Accounting	\$21.64

10.20am Daniel Beyer closed the regular meeting to go into Executive Session RCW 42.30.110(1)i

Personal

Out of Executive Session 10.30am

County Ending Balance

Beginning Balance \$408,949.64
Ending \$382,691.79

- 5. Old Business : None
- 6. New Business : None

Daniel Beyer made a motion to close the meeting. John Anderson seconded the motion. Motion carried.

Adjourned 10.50

Board Meeting

Aug 26, 2025

Time: 10am

Place: 1141 Vineland Drive

Clarkston, Washington 99403

Open to the public and posted in the Lewiston Morning Tribune

Agenda:

Signing of Vouchers

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

Present: Steve Burns, Excused, Daniel Beyer, Shelley Williams Excused, : John Anderson sitting in for Shelley Williams

Staff: Shane Sheets, Judy Harris

Regular Meeting called to order at 9.30a.m by Daniel Beyer

Voucher Reviewed and approved to pay

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AVISTA 347328	191.59
BRANTING ELECTRIC 347329	226.00
CARMEL MINOGUE 347330	825.00
RODEO INTERNET 347332	588.00
SCHURMANS 347333	138.62
VALLEY GREEN SPRINKLERS 347334	632.16
GITTEN AND DUKE -AUDITOR OFFICE ERROR-VOID-COLLIER ELECTRIC	184.77
total	2,786.14

Vouchers were approved and signed

Auditor Office took it upon them selves to change pay to on Gitten and Dukes check for \$184.77.

Called Collier Electric regarding this check, to call and I would pick it up and void. Wrong payee was put on the check. 8-29-25 another check went to the Auditors office to have a correct check made

out

Daniel Beyer made a motion to close the meeting and John Anderson 2nd the motioned
Meeting Closed.

Adjourned