

**Johnson County Cemetery District
Minutes
February 9, 2016**

The regular monthly meeting of the Johnson County Cemetery District was held at the cemetery office in Buffalo, Wyoming, on Tuesday, February 9, 2016. The meeting was called to order by President Tracy Rhodes, at 3:07 p.m. Present were: Tracy Rhodes, Fay Waugh, Butch Buell, Steve Gunsolley, Nancy Elm, Dave Harness, Tim Lohse, Megan Boggs, and Edna Young. Tom Knapp joined the meeting in progress. Gene Baehler was on a planned absence.

- I. ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING:** After reviewing the minutes of the January regular meeting, Steve moved and Nancy seconded, to approve as presented. The motion carried by all present.
- II.** Tim reported on activities at Willow Grove. He reported six burials for January and six year-to-date. He reported on the daily activities and general upkeep. He noted that the cattleguards have been given to Road and Bridge. Kyle Turk has presented the low bid of \$3,000.00 for tree removal for the Pump Replacement Project. The old pump house has been removed. Tim and Megan conducted a project inventory of the original cemetery automations project, which indicates the Mark Bede has some materials that the JCCD owns; Tim will contact Mark to reclaim those materials.
- III.** Nancy summarized Susan's written report, which will be placed in the minute book.
- IV. TREASURER'S REPORT:** Edna presented the treasurer's report. With 58.3% of the new fiscal year having passed, total expenditures represent 54.28% of the budget. Income is slightly behind budget. Edna noted that she has not received one bank statement, so the asset report is not completely accurate. Steve moved and Nancy seconded to approve the Treasurer's Report as presented.
- V. OLD BUSINESS:**
 1. Edna presented the electrical upgrade contract from Rocky Mountain Power. After brief review, Nancy moved and Steve

seconded to approve the contract and authorize President Rhodes to sign on behalf of the District. The motion carried by all present.

2. The Board reviewed bids for construction of the new pump house. The District received two bids: Myers Construction for \$16,560.00 and Precision Construction for \$15,837.54. Butch thought Myers was very good with concrete work. There being no further discussion, Butch moved and Steve seconded to award the project to Myers Construction. The motion carried by all present.
3. Kaycee Mayor Tom Knapp updated the Board on matters related to the Kaycee Cemetery. He reported that the new water tank is expected to be completed by 09/10/2016. He further reported that the County will rotomill the cemetery road this year; and he would like to think about a wider cattleguard.
4. Edna led a brief review of the CPA Review of Fiscal Year 2014-15. No formal action was taken.

VI. NEW BUSINESS:

1. Steve presented a proposal that the Board conduct a “Visioning Retreat,” to brain storm the future of the Willow Grove Cemetery development. Butch asked if it would be mandatory. The general consensus was less than enthusiastic. Edna suggested maybe Steve could come up with some cost figures, and revisit the idea next month. Fay moved and Nancy seconded that it be tabled until March. The motion carried.
2. Tim mentioned that the cemetery has more mowers than needed. The extra mower is identical to one in the Kaycee Cemetery. After a brief discuss, Steve moved and Fay seconded that Tim should determine which mower is in the best condition and leave it in Kaycee, and sell the other.
3. The Board directed Tim to see what options are available to dispose of the old pump that will be replaced.

VII. VOUCHERS: See attached list.

Vouchers were initialed and checks signed by the board members.

There being no further business, President Rhodes adjourned the meeting at 4:40p.m. **The next regular board meeting will be held at the Cemetery Office in Buffalo, on Tuesday, March 8, 2016, at 3:00p.m.**
