

**Johnson County Cemetery District**  
**Minutes**  
**April 11, 2017**

The regular monthly meeting of the Johnson County Cemetery District was held at the cemetery office in Buffalo, Wyoming, on Tuesday, April 11, 2017. The meeting was called to order by President Steve Gunsolley, at 3:00p.m. Present were: Steve Gunsolley, Butch Buell, Gene Baehler, Nancy Elm, Tracy Rhodes, John Ehlers, Dave Harness, Tim Lohse, Edna Young, Johnson County Commissioner Linda Greenough, Mark Bede and Mark Bedford.

- I. **ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING:** After reviewing the minutes of the March regular meeting and the February 22<sup>nd</sup> special meeting, John moved and Nancy seconded to approve the minutes of the February special meeting, as presented; the motion carried by all present. Then Gene moved and John seconded to approve the minutes of the March regular meeting, as presented; the motion carried by all present.
- II. **WILLOW GROVE SEXTON'S REPORT:** Tim reported on activities at Willow Grove. He reported four burials for March, making nine year-to-date. Tim and his staff worked on winter storm cleanup, including picking up limbs and trimming trees over the fuel tanks. Tim and Megan went to Kaycee; Megan is making a map showing the exact location of the water hydrants at Kaycee. Tim's written summary will be added to the minute book.
- III. **KAYCEE SEXTON'S REPORT:** Nancy reported that Susan would like to resign as of April 30, 2017, but will stay until she has been replaced. Nancy will provide Susan's written resignation and March report, to be added to the minute book.
- IV. **TREASURER'S REPORT:** Dave presented the March Treasurer's Report. With 75% of the fiscal year having passed, total expenditures are at 38.53% of budget. Nancy moved and John seconded to approve the Treasurer's Report as presented; the motion carried by all present.
- V. **COUNTY COMMISSIONER'S REPORT:** Commissioner Greenough again mentioned the Carbon Creek tax dispute.

## **VI. OLD BUSINESS:**

1. Mark Bede and Tim presented estimates for the portable reel for the BAA irrigation improvements. John moved and Gene seconded, to have Mark Bede order the reel, to be billed to the District.
2. John moved and Butch seconded a motion approving the Phase I/Mainline irrigation contract with High Land, Inc.; and authorizing Steve to sign the contract on behalf of the District. The motion carried by all present.
3. After discussion and creation of design specifications, Butch moved and Tracy seconded a motion to publish a request for proposals to build the new upper pump house, with bids to be opened at the May meeting. The motion carried by all present.
4. After discussion, Nancy moved and Gene seconded a motion authorizing Steve to have Rocky Mountain Power make any necessary upgrades to the electrical service at the upper pump house. The motion carried by all present.
5. After discussion, Nancy moved and Gene seconded a motion to authorize Ruby Electric to perform electrical work for installing the new upper pump. The motion carried by all present.
6. After reviewing the final plat of the South Expansion Project with Mark Bedford of Bighorn Surveying, Nancy moved and Butch seconded a motion approving the plat and authorizing Steve and Butch to sign the original on behalf of the District.
7. The Board directed Mark Bedford to advertise for bids for the South Expansion Project road improvements, to be advertised three weeks and to be opened at the May regular meeting.
8. Butch moved and Gene seconded a motion authorizing Bill Carr to install the new upper pump. The motion carried by all present.
9. After discussion, Butch moved and Gene seconded a motion to accept Myers Construction's bid for replacing the two culverts on the Carwile-Lobban ditch. The motion carried by all present.
10. After discussion, Gene moved and Butch seconded a motion authorizing Tim to trade in the Walker mower for a new Toro. The motion carried by all present.
11. Gene moved and Butch seconded a motion to offer the old Toro mower to Dave Harness for \$3500.00, with the offer open for 30 days.

12. John moved and Gene seconded a motion approving the notice of change of meeting time, and Edna's annual vendor letter. The notice will be published twice. The motion carried by all present.
13. Edna presented the latest draft of the FY2017-18 Budget, and reminded the Board that it will be presented for preliminary approval at the May meeting.

#### **VII. NEW BUSINESS:**

1. Jennifer Romanoski, from the Jim Gatchell Museum, presented her proposed summer cemetery tour schedule. She plans the annual "ghost tours" for April 9 -12 and April 16-19, and 4<sup>th</sup> grade tours May 15 and May 22. She will coordinate daytime events around scheduled funerals. Gene moved and Nancy seconded a motion to approve Jennifer's proposal. The motion carried by all present.
2. After discussion Gene moved and Butch seconded a motion authorizing publication soliciting a citizen committee for the Kaycee Tree Project. The motion carried by all present. Edna will contact the Kaycee Community Voice.
3. Gene moved and Butch seconded a motion authorizing Nancy to solicit and hire a new Sexton for Kaycee. The motion carried by all present.
4. Edna distributed the first draft of "The Five Year Plan." She would like the Board to finalize the document so that it might be submitted to the Johnson County Commissioners along with the FY17-18 Proposed Budget, after the May meeting.

#### **VIII. VOUCHERS: See attached list.**

Vouchers were initialed and checks signed by the board members.

There being no further business, President Steve adjourned the meeting at 5:00p.m. **The next regular board meeting will be held at the Cemetery Office in Buffalo, Tuesday, May 9, 2017, at 3:00pm.**

---

---