

**Johnson County Cemetery District**  
**Minutes**  
**November 8, 2016**

The regular monthly meeting of the Johnson County Cemetery District was held at the cemetery office in Buffalo, Wyoming, on Tuesday, November 8, 2016. The meeting was called to order by Vice Chair Fay Waugh, at 3:00p.m. Present were: Tracy Rhodes, Fay Waugh, Butch Buell, Steve Gunsolley, Gene Baehler, Tim Lohse, Edna Young, Megan Boggs, and Linda Greenough. Nancy Elm was absent because she is on the election board.

- I. ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING:**  
After reviewing the minutes of the October regular meeting, Butch moved and Gene seconded to approve as presented; the motion carried by all present.
- II.** Tim reported on activities at Willow Grove. He reported nine burials for October, and 62 year-to-date. He reported on the month's activities: the water lines have been blown; mulching leaves is mostly completed; the irrigation ditch is closed for the winter. He also reported that high winds have damaged the west side of the front gate. He is ready to order new culvert, and will contact the county to order when it orders. Steve moved and Gene seconded to approve ordering the culvert; the motion carried by all present.
- III.** Susan did not send a report for the Kaycee Cemetery.
- IV. TREASURER'S REPORT:** Edna presented the October Treasurer's Report. With 33.3% of the fiscal year having passed, total expenditures are at 17.2%. Steve moved and Butch seconded to approve the Treasurer's Report as presented; the motion carried by all present.
- V. OLD BUSINESS:**
  1. Gene reported that he didn't learn much about designing the irrigation system expansion, while he was in Billings. The Board tabled indefinitely any decision on awarding an irrigation contract for the Bill Adams Addition or South Expansion Project to High Land, Inc., and further delayed any discussion of spending capital reserves associated with development of the BAA.

2. After some discussion, Butch moved and Steve seconded to direct Bighorn Surveying to move forward with the re-platting and setting corner pins in the South Expansion project. The motion carried by all present.
3. Tim reported on rebuilding versus replacing the upper pump. A new 15hp pump will run around \$2535.48. Gene moved and Steve seconded a motion to have Tim contact Bill Carr to order and install a new upper pump. The motion carried by all present.

## **VI. NEW BUSINESS:**

1. Edna reported that Tracy Jelly had suggested to the Rural Health Care District, that it has not been doing its conflict-of-interest disclosures exactly as it should. The Cemetery had been doing them the same way. The Board received conflict-of-interest disclosures from Butch and Nancy. Butch is a landowner/member with an interest in the Carwile-Lobban Ditch Company, of which the District is also a landowner/member. Nancy and Dennis Elm own Elm Construction, which provides opening and closing at the Kaycee Cemetery. Steve moved and Gene seconded a motion of acknowledge and approve these potential financial interest conflicts. The motion carried by all present. Edna noted that these will be presented annually in January, and as new conflicts arise.
2. Butch moved and Gene seconded to convene executive session to consider information classified confidential by law. The Board entered executive session 3:40. The Board adjourned the executive session, at 3:55, without formal action on the matter presented, delaying discussion of the subject until its January meeting.
3. Chris Wages was not available for the second executive session, which was not convened.
4. Edna gave a recommendation for reallocating general fund allocations between line items, which was modified to remove a possible reallocation relating to the executive session. She proposed removing \$5,000.00 from Ditch Assessment and allocating \$4,000 to Cemetery Repairs-WG, and \$1,000 to Travel Expense. Gene moved and Butch seconded to accept the modified reallocation. The motion carried by all present. Edna will incorporate the changes into the financial reports.

**VII. VOUCHERS: See attached list.**

Vouchers were initialed and checks signed by the board members.

There being no further business, Vice Chair Waugh adjourned the meeting at 4:15p.m. **The next regular board meeting will be held at the Cemetery Office in Buffalo, Tuesday, December 13, 2016.**

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