

Johnson County Cemetery District
Minutes
January 9, 2018

The regular monthly meeting of the Johnson County Cemetery District was held at the cemetery office building, 351 N. Adams Ave. Buffalo, Wyoming, on Tuesday, January 9, 2018. The meeting was called to order by President Steve Gunsolley, at 2:00 p.m. Present were: Steve Gunsolley, Butch Buell, Nancy Elm, John Ehlers (via phone), Tim Lohse, Megan Boggs, Linda Greenough, Dave Harness and Jill Wright.

1. **ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING:**
After reviewing the minutes of the December 2017 regular meeting, John moved, and Nancy seconded to accept; the motion carried by all present.
2. **RESIGNATION OF TRACY RHODES:**
The board accepted the written resignation of Tracy Rhodes as of December 12, 2017.
3. **TREASURER'S REPORT:** Jill presented the December Treasurer's Report with all the financials and account balances. There was discussion regarding Willow Grove and Kaycee Cemetery Capital Outlay invoices that will still be received for work completed in 2017. Steve, having reviewed financials from previous years noted that compared to years past 2017/2018 financials seem to be similar and on track in terms of the budget. Nancy moved, and Butch seconded to approve the Treasurer's Report as presented; the motion carried by all present.
4. **WILLOW GROVE SEXTON'S REPORT:** Tim reported 0 new burials for December, making 56 burials for 2017, with 21 full burials and 35 cremation burials. Tim indicated that he and Megan continue to work closely with the CIMS company.
5. **KAYCEE SEXTON'S REPORT:** Dennette reported there were no new burials in Kaycee in December. She was able to meet with Megan and plan 4 separate scenarios for tree orders (see attached worksheet). It was brought to the boards attention that a grant was being offered to match tree orders at 100%, which would (using scenario 4 as an example) provide \$1,202.40 worth of trees to be planted in Kaycee and the same dollar amount to be granted the WG cemetery. The four different scenarios were

discussed at length and Gene motioned to accept scenario 4, Butch seconded the motion, and it was carried by all. Megan was asked to make sure that the grant was applied for.

6. **COUNTY COMMISSIONER'S REPORT:** Linda Greenough stated the Carbon Creek disagreement is still moving along. She was also able to report that all county boards are working within budget.

7. **OLD BUSINESS:**

1. Regarding CIMS the cemetery layout was mostly completed with work now focusing on infrastructure additions. After the completion of that phase, they would begin data entry on individual grave spaces, with that portion taking 9-15 weeks. Megan and Tim are happy with the work that has already been completed and the timeliness/quality of the that has been completed.
2. Tim reported that the tree trimming was completed, and that Buffalo Tree Service had done a good job. There was an additional tree that was found to be rotten through most of the trunk and needed to be removed at an additional cost of \$3000.00 to Buffalo Tree Service. Butch motioned to approve the additional cost, with Gene seconding and the motion was carried by all.
3. Butch requested that the board consider graveling all the remaining roads in the cemetery, rather than complete the graveling project in phases due to cost. The board agreed to table this request and discuss it at the next work session.

8. **NEW BUSINESS:**

1. Regarding the open board position. These was open discussion about how to proceed. The boards decision was to approach people in our community that had either voice interest, or had ran for election in previous elections, and ask them to submit a letter of interest to the board prior to our next meeting.
2. Steve asked that the board consider adding additional porta-potty's during the Memorial Day weekend. Gene made the motion to

approve the suggestion, with John seconding, and the motion carried.

3. 2018 Cemetery Board elections were discussed, and an election was held. Butch made a motion that the board would be retained as it was previous in 2017, and was carried by all.
 - a. Steve Gunsolley – President
 - b. Robert “Butch” Buell – Secretary
 - c. Gene Baehler – Treasurer
4. A new signature card was signed for FIB Pledgee statements. Wyoming Blue Cross Blue Shield Cobra/Tefra refusal of benefits due to lack of full time employees was signed by Steve Gunsolley.

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 3:12 p.m. **The next regular board meeting will be held at the Cemetery Office at 351 North Adams Ave, Buffalo, Wyoming, Tuesday, February 13, 2018, at 2:00 p.m.**





JCCD BUDGET TIMELINE

FEBRUARY 2018:

Dave and Jill review budget figures.

MARCH 2018 BOARD MEETING:

Present preliminary budget figures at board meeting.

MAY 2018 BOARD MEETING:

Approve preliminary budget.

JUNE 1, 2018:

Budget Summary Form to Johnson County Clerk.

JUNE 2018 BOARD MEETING:

Board finalize budget.

Set Date & Time for Budget Hearing

JULY 2018:

Budget Hearing held not later than five (5) days of 3rd Thursday in July. (July 1 - 25)

Legal Notice - 2 weeks prior to hearing.