

**Johnson County Cemetery District
Minutes
December 11, 2018**

The regular monthly meeting of the Johnson County Cemetery District was held at the Cemetery Office, Buffalo, Wyoming, on Tuesday, December 11, 2018. The meeting was called to order by retained Vice-President Butch Buell at 2:00 p.m. Present were: Butch Buell, John Zorbas, John Ehlers (via Skype), Nancy Elm, Carolyn Fox, John Hansen, Tim Lohse, Megan Boggs, Linda Greenough, Dave Harness and Jill Wright.

- I. ELECTION OF OFFICERS:** Nominations for President were made: Butch Buell was nominated by Nancy Elm and seconded by John Hansen; and John Zorbas was nominated by Carolyn Fox and seconded by Nancy Elm. Following a tie for six individual votes, John Zorbas was voted in as President with a vote of four to two. Butch was nominated by Nancy Elm for Vice-President, seconded by Carolyn Fox, carried by all present. Carolyn Fox was nominated for the Secretary position by John Zorbas, seconded by Butch Buell, carried by all present. John Ehlers was nominated by Nancy Elm for Treasurer, seconded by John Hansen, carried by all present. Following the voting, the Signature Resolution was signed.
- II. ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING:** After reviewing the minutes of the November 2018 regular meeting, Nancy Elm moved, and John Ehlers seconded to accept; the motion carried by all present.
- III. TREASURER'S REPORT:** Dave Harness presented the November Treasurer's Report with all the financials and account balances. John Zorbas moved, and Carolyn Fox seconded to approve the Treasurer's Report as presented, the motion carried by all present.
- IV. WILLOW GROVE SEXTON'S REPORT:** Tim reported two full burials and one cremation burials for November, making 83 total burials for 2018. The cement blocks were installed at the upper pump house. Prior to the ground freezing, sod was laid on a few spaces. Megan continues to update the CIMS information. Paving was completed on November 16th, the day was chilly (36 degrees) and will be evaluated periodically to check for stability. Kyle Turk has been

cutting trees and doing a good job cleaning up. The front gate was rebuilt to ensure that it can be locked securely.

- V. **KAYCEE SEXTON'S REPORT:** The Koch family is still planning to install their family stone. The Town of Kaycee has shut off water to the cemetery for the season. Dennette also met with the Kaycee Conservation Dist. and trees were ordered for the tree grant; materials will need to be purchased to get ready for spring.

VI. **OLD BUSINESS:**

1. Rod Litzel came and discussed the Wyoming Special Use District Taskforce, he spoke of his involvement and wanted to help answer any questions that the board may have.
2. CIMS- Megan reported the website is live and posted on the county website.
3. ROAD PAVING- Paving was completed, and Simon's will be paid following the maturation of the FIB CD.
4. VOTING PROCEDURES- Barry Crago did not attend to offer an opinion, this item will be tabled for a future meeting.
5. BYLAWS- John Zorbas presented a strategy to update the JCCD By-Laws and Procedures. At each meeting the board will review and discuss a section, which will be held as a "DRAFT"; following the completion of the draft the new by-laws will be voted on as a whole document

VII. **NEW BUSINESS**

1. The CD held at FIB will mature on December 18, 2018; at which time it will be cashed in and \$100,000 will be moved to checking account, with the remainder put in the savings account.

- VIII. **EXECUTIVE SESSION** – John Zorbas made a motion to enter into Executive Session at 3:30 p.m. to discuss annual bonuses, seconded by Butch Buell, carried by all present. Following the conclusion at 3:40 p.m. Butch Buell made a motion to pay annual bonuses in the amount of \$1500.00 to Tim Lohse, \$1100.00 to Megan Boggs and \$500.00 to Dennette Mondeau.

VIII. VOUCHERS: See attached list.

Vouchers were initialed, and checks signed by the board members.

There being no further business, the meeting adjourned at 3:45 p.m., following a motion by Butch Buell, seconded by Nancy Elm. **The next regular board meeting will be held at the Johnson County Cemetery District financial office at 351 N. Adams Ave. Buffalo, Wyoming, Tuesday, January 8, 2019, at 2:00 p.m.**




