Johnson County Cemetery District
Minutes
August 13, 2019

The regular monthly meeting of the Johnson County Cemetery District was held at the Harold Jarrard Park Building Meeting Room, Kaycee, Wyoming, on Tuesday, August 13, 2019. The meeting was called to order by President John Zorbas at 2:06 p.m. Present were: John Zorbas, Butch Buell, John Ehlers, Carolyn Fox, Nancy Elm, Tim Lohse, Megan Boggs, Dennette Mondeau, Dave Harness, and Jill Wright.

I. ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING: After reviewing the minutes of the July 2019 regular meeting, Butch Buell moved, and John Ehlers seconded to accept the minutes as written; after discussion Carolyn Fox asked for the addition of “Cloud Peak Accounting” in reference to the voucher that was retained for discussion at July’s meeting, with the addition of that text the motion carried by all present. Regarding the Budget Hearing minutes, Butch Buell motioned to accept the minutes, John Ehlers seconded; and the motioned carried by all present.

II. TREASURER’S REPORT: Dave Harness presented the July Treasurer’s Report with all the financials and account balances. Nancy Elm made a motion to accept the treasurers report, John Ehlers seconded the motion, and it carried by all.

III. WILLOW GROVE Sexton'S REPORT: Tim reported zero burials and six cremation burials for July, making 39 total burials for 2019. Megan reported that 24 total blocks have been completed in CIMS, accounting for 24% total. This percentage was discussed, and Megan explained that the Willow Grove Cemetery is 100% complete for block, lot, space, and names. What she is working on now is all other demographic information. Willow Grove summer staff has been doing a great job mowing and weed eating. The Kearney Cemetery was mowed. The new trees are being watered regularly and most look very healthy. Mark Bebe was contacted regarding the irrigation system; he provided a bid to correct some of the current issues. The board requested that he attend the upcoming work session to explain the possible solutions. The east side of the cemetery has been hayed.

IV. KAYCEE Sexton’S REPORT: Dennette reported that there has been one cremation burial in the last month. She reported that Tim was able to get her needed hand tools. The new portable toilet has been delivered and is operational.

V. OLD BUSINESS:

1. The Simon Construction asphalt project has been completed in the Kaycee Cemetery.
2. Regarding the proposed trail system, the JCCD is waiting for the city to get either a warranty/quitclaim deed to transfer the property to the city for the trails system board’s use. Butch Buell was asked to contact Big Horn Surveying to get the legal description so that it can be provided the City of Buffalo.

3. Willow Grove Restroom Surveys are still being received. John Ehlers made a motion to suspend the sale of spaces in lots 110 and 111 to ensure that there is adequate space for a restroom facility within the cemetery. Butch Buell seconded the motion, and it carried by all present.

4. Carolyn Fox motioned to accept and pay the Cloud Peak Accounting check/voucher. John Ehlers seconded the motion. Following discussion, the motion carried by all.

2. NEW BUSINESS
   1. John Ehlers discussed the upcoming renewal of two Certificates of Deposit (CD’s) being held at local banks. He requested that the board seek proposals from all four lending agencies in Buffalo to see which would have the most desirable interest rate for two new CD’s and the JCCD Saving Accounts. Nancy Elm made a motion to allow John Ehlers to seek the proposals; Carolyn Fox seconded, and the motion carried.

   2. The designee for the JCCD responsible for providing public information upon request has been named as Dave Harness.

   3. Statements are now being scanned into QuickBooks and linked with the corresponding check.

VIII. VOUCHERS: Vouchers were voted to be approved by Carolyn Fox; seconded by Butch Buell and carried by all present. Each check and/or voucher was initialed and signed by board members.

There being no further business, the meeting adjourned at 4:02 p.m., following a motion by Butch Buell, seconded by John Ehlers.

[Signatures]