

Johnson County Cemetery District Minutes

May 11th 2021

The regular monthly meeting of the Johnson County Cemetery District was held at The Willow Grove Cemetery in Buffalo, Wyoming on May 11th, 2021. The meeting was called to order by President John Zorbas at 2:00 p.m. Present were: John Zorbas, John Hansen, Nancy Elm, Carolyn Fox, Craig Wetterlund, John Ehlers, Tim Lohse, Megan Boggs, Linda Greenough (via Zoom at 3:15), Kay (via Zoom), Logan from the Buffalo Bulletin, and Chanda Rule.

- I. VOUCHERS:** Carolyn made the motion to approve all vouchers as submitted. This was seconded by John E. After some discussion, the motion was then carried by all. Each check and/or voucher was initialed and signed by the present board members. Tim will check into the charges on the Century link bill.
- II. MINUTES:** Nancy moved to approve the April 2021 minutes as presented, and John H seconded. The motioned carried by all present.
- III. TREASURER'S REPORT:** John E and Chanda presented the May Treasurer's Report with all the financials and account balances. The utility line item for Kaycee for next fiscal year needs to be reviewed with the addition of the bathroom. The lack of property taxes collected was discussed. John E pointed out that all though collections were down so were expenses. John E will get with Chanda to do some line item transfers. Nancy made a motion to accept the treasurers report as presented, Craig seconded the motion, and it was carried by all. The submitted treasurer's report was signed.
- IV. WILLOW GROVE SEXTON'S REPORT:** Tim Lohse reported via written submission that; there were 7 burials for April, making 22 total burials for 2021 and 1 space sold last month making the total sold for 2021, 5. All restrooms are up and running except for 1 in WG with a cracked toilet, this should be replaced in the next 10 days. The parking areas are getting road base. The crew has been preparing for Memorial Day. John Z pointed out that 40% of the burials have been on weekends, he asked Tim to be thinking of a solution for the employees.
- V. KAYCEE SEXTON'S REPORT:** Dennette Mondeau via written submission as well. She has been busy with general clean up and minor repairs to the irrigation system. Nancy was at a formal ribbon cutting for the newly finished bathroom.
- VI. CIMS REPORT:** Megan has been scanning burial permits and is 41% complete with deeds received from HFH. With the deadline of May 31 approaching quickly, Megan will have updated completion goals at the next meeting.
- VII. GUEST/PRESENTATIONS:** None
- VIII. EXECUTIVE SESSION:** Nancy made a motion to go into executive session to discuss employee compensation. John E seconded the motion and executive session was in effect. The board resumed regular session with no action required of the board.
- IX. OLD BUSINESS:**
1. A correspondence from Barry Crago on the legality of not charging families for burial plots in the children's section stated that he does not believe it is a donation because the gift applies to everyone. He does think the minimal charge is a good idea though. Amendment 11, sale of spaces is not yet ready for board approval but Sexton will take feed back from the board. There was some discussion on the terminology used in the fee schedule and Operation Procedures manual, specifically the definition of Tax Payer and resident. Tim and Megan will work on developing a definition page.
- IIX. NEW BUSINESS:**
1. John E presented the preliminary budget for board approval. This is the same budget that has been presented previously. John H made a motion to approve the FY21-22 budget as presented by the

treasurer. Nancy seconded the motion and motion carried. The figures will be transferred to the required format and submitted to both the commissioners and the Department of Audit. John E will visit with the commissioner at our annual budget meeting about their recommendations to solve the issue of not actually collecting the levied amounts.

2. Carolyn presented several samples of possible district letterhead. It was decided on one that will include address, phone and email. Carolyn will take it to the printers.
3. Marchel has started painting the sign.
4. John Z gave an overview of the scheduled Memorial Day events.
5. John E brought up the topic of pursuing column bariums for Willow Grove Cemetery. He pointed out that they would give the customers more burial options, they would expand capacity without increasing land purchases, and would help lower the irrigation requirements. Carolyn made a motion to amend the preliminary budget to increase the capital outlay contingency up from \$15,000 to \$40,000 to allow for funds to build a concept and design for a column barium garden. Nancy seconded the motion and motion carried.
6. Tim presented an email from Hunter Collins requesting a variation on his father's tombstone placement. Tim stated that it wouldn't have any negative impact. John E made a motion to approve the Collins variance. Carolyn 2nd and motion carried.
7. Megan stated that Saluting Branches made a request to have all fuel tanks topped off ant the completion of their work. No motion was made.

There being no further business, the meeting adjourned at 4:45 p.m., following a motion by Nancy, seconded by Craig.

Respectfully submitted by Chanda Rule


