

Johnson County Cemetery District Minutes October 12th, 2021

The regular monthly meeting of the Johnson County Cemetery District was held at The Willow Grove Cemetery in Buffalo, Wyoming on October 12th, 2021. Before the meeting it was communicated by John Zorbas that this would be an abbreviated meeting to pay vouchers and do the Treasurer's report due the inclement weather. John Ehlers stated that he would like to talk about using the sexton house for business office. John Zorbas suggested creating a committee to work through the process of using the sexton house as the office and John Ehlers agreed with this. Dave Harness from Harness Funeral Home physically attended the meeting and the decision to have a full board meeting was decided at this time by John Zorbas. The meeting was called to order by President John Zorbas at 2:00 p.m. Present were: John Hanson, Carolyn Fox, Craig Wetterlund (phone), John Ehlers (Zoom), John Zorbas, Megan Boggs, Van Frazier, Linda Greenough (via Zoom), Seth (via Zoom) from the Bulletin, Kay (via Zoom) and Chanda Rule.

Note: Before Dave Harness had five small square bales delivered to the Cemetery office.

- I. VOUCHERS:** Carolyn Fox made the motion to approve all vouchers as submitted. This was seconded John Hanson. The motion was then carried by all. Each check and/or voucher was initialed and signed by the present board members and sexton.
- II. MINUTES:** John E moved to approve the September 2021 minutes as presented, and Craig seconded. The motioned carried by all present.
- III. TREASURER'S REPORT:** John Ehlers asks Chanda Rule to go over the financial report. Chanda states there are a few line items that have gone over the 25% mark as far as spending but she does not think this is an issue because of the Cemetery District operates. In the budget big picture, it looks like the district is sitting at 22.37% of budgeted expenditures overall. A motion was made by John Hanson to approve financial report and Carolyn Fox seconds. The motion carries.
John Ehlers makes a motion to transfer money among budget lines and Carolyn Fox seconds. The motion carries.
- IV. WILLOW GROVE SEXTON'S REPORT:** The sexton's report was given by Megan Boggs and there was no written report completed due to the abbreviated meeting initially setup. There were 6 burials with 2 of them being on Saturdays. 1 of the 6 was non-resident. 3 were full casketed burial and 3 were cremation funerals. 1 individual traded out 10 spaces in one block for 10 spots in another block. Megan worked on blowing out the sprinkler systems for the winter. Van work on learning the administration portion of the sexton's job with various board members and direction from Megan. There were two temporary seasonal employees that worked mowing grass and mulching leaves. There was a successful "Saluting Branches" event which 4 trees were removed and many more trimmed.
- V. KAYCEE SEXTON'S REPORT:** Dennette Mondeau had 2 funerals in Kaycee. 1 of these was on a Saturday. 1 was a full casketed burial and 1 was a cremations funeral. There was discussion on the miscommunication between a family and the cemetery about a memorial service that ended up being a burial. There are emails with the family stating that a memorial service was to take place.
- VI. CIMS REPORT:** Burial permits are at 66% complete. It has been updated with current funerals. Van worked on this some.
- VII. GUEST/PRESENTATIONS:** John Zorbas handed out draft policies on "Social Media Use" and "Strategic Planning" for Willow Grove for the board members to look at and give future feedback.
- VIII. OLD BUSINESS:**
 1. John Ehlers stated there is no new actions on the cremation garden except for the bill for the consultant. CPRA is aiming for completion of the construction documents at the end of the calendar year.

2. Saturday Burial option discussion took place. Van Frazier was asked by John Zorbas what his thoughts are. Van suggested having a \$500.00 fee for Saturday burials and creating a policy stating that funeral will take place before 12:00 PM on Saturdays.

John Zorbas stated that he would like to see 2 Saturday blocked out in the month to show there will be no Saturday funerals on these days.

John Ehlers likes the fee-based approach to help recover costs associated with Saturday funerals. John thinks we should use the fee to just pay overtime for Saturday funerals and leave the work week alone.

Craig Wetterlund stated that we serve the people of Johnson County and he wants to see the district honor the people we are serving by allowing Saturday burials. He also stated that this should be a family's choice and it's our responsibility to serve them. He suggested hiring a part time employee to help with Saturday funerals. Craig also stated that he could live with a fee but wanted to know if there would be a difference between a resident and non-resident as far as the fee goes? John Zorbas stated that the fee would be a Saturday funeral fee and there would be no difference.

Carolyn Fox had no comments on the topic. She also agrees with fee-based solution.

John Hanson asked if it would be well receipted to change the work week to Tuesday through Saturday and maybe even rotate between the full-time employees. John agrees with fee-based solution.

After much discussion a \$400.00 fee was agreed upon by the board. John Zorbas said he would summarize the \$400.00 fee and the Saturday AM funeral time frame into a policy format for formal approval at the November meeting.

Dave Harness had a public comment. He thinks the public will not like this. He feels we need to serve people of Johnson County and they should determine the schedule. Dave also stated that the public as tax payers, in his opinion, does not like how the district is spending money and feels this Saturday burial fee will be met with opposition. He brought up the money spent on the Cremations Garden as an example. Dave also commented on the "burials before noon" portion of the Saturday burial policy. Dave feels that the cemetery staff won't be able to remove the snow before noon on snowy days. He also stated that people like the afternoon for funerals because the temperatures is warmer.

3. Van Frazier distributed the letter asking for a new policy to be created for using the cemetery as a long term storage/work staging. This letter states that if the Cemetery District wants to be compliance with Article 16-section 6 of the Wyoming State Constitution that there needs to be a policy in place not allowing long term storage/work staging from businesses of profit on cemetery property.

Dave Harness had public comment on this as well. Dave feels that the headstones that are kept here are owned by private parties and it is the cemetery's job to store these until they placed on graves. He says that referring to this article in the Wyoming Constitution is questionable and is being mis interpreted. This was tabled until the next meeting.

4. Van Frazier proposes that the Cemetery District moves forward with using the sexton house as the business office. The proposal also included holding next month's board meeting in the house. All agree to move forward with this by installing phone and internet as necessary. Van will also need to visit with the county planner to remove separate address.

IIX. NEW BUSINESS:

1. John Zorbas stated that appendix needs to be included in the Johnson County Cemetery District policy manual outlining all the employee forms. Van was informed of the rolling calendar in the policy book for monthly review. This needs to be put on the agenda monthly.

2. Van Frazier needs to pick up administration duties from Chanda Rule as the sexton. Meeting minutes will be the start of this. Need to review the book keeping contract with Chanda and these administrative duties need to be taken out of her contract. Need to review in November.

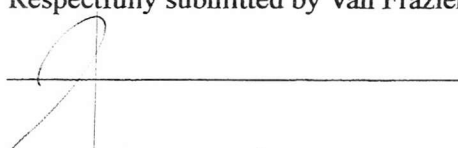
Dave Harness has more public comment. Dave prefers this to be presented in open session. Dave stated that he will inform the public of this situation. He got a call from a Johnson County Sheriff Deputy. This deputy told Dave that someone was stealing hay from the cemetery and stated that it was mentioned that it might be him cutting the hay. Dave knew about this and says that his cutting of the hay has been done in the past. The cemetery property that the hay was harvested is only accessible through Dave Harness's property because it is island off by a concrete ditch. Dave

stated that he had made arrangements through the board to do this in the past. Dave says he is just trying to being a good neighbor. Dave also stated that he would have liked for the board to come and talk to him instead of calling the sheriff. Craig Wetterlund spoke at this time stating that he has a real problem with how this was handled. Craig feels it was not very neighborly. John Zorbas stated that the board was told by Dave last year that this hay was accidently harvested by a haying contractor. Dave paid for the harvested 27 bales of hay last year. John Zorbas also stated that this conversation was audio recorded from last year in the event anyone needed a reminder of what Dave actually said. John Zorbas also stated that the sheriff dep after advising the Board of the matter. John Zorbas also stated the sheriff department was called this year because there was no agreement, written or verbal, for these activities to take place. It was simply done without anyone's knowledge. John Ehlers stated that Dave Harness was not being a good neighbor because he harvested the hay without the board knowing about it.

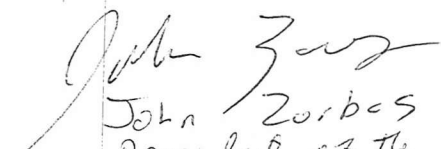
There being no further business, the meeting adjourned at 3:19 P.M., following a motion by John Hanson, seconded by Carolyn Fox.

The next meeting will be November 9th at 2:00 in Willow Grove Cemetery.

Respectfully submitted by Van Frazier


Approved

9 - NOV 20 21


John Zorbas
President of the Board


Carolyn Fox