

Minutes

Johnson County Cemetery District

DATE September 12, 2023 -Kaycee

TIME 2:00 P.M.

MEETING CALLED TO ORDER BY

Luke Goddard, President

In Attendance

Luke Goddard- President, Liz Graves- Vice President, Barb Mueller- Secretary, Sheila Camino- Treasurer, Bob Hancock- Board Member VIA Zoom, Kassie Spiering- Board Member, Shawn Sullivan- Sexton, Dennette Mondea- Deputy sexton Kaycee, Peter Schaefer- Buffalo Bulletin via Zoom, Chanda Rule via Zoom, Aaron Palmer Sheridan Media/307netradio

APPROVE AGENDA

The board opened with approval of the agenda, some additional items were added to the agenda

*Talking points regarding the public officials and officers training

*Cell phones- eliminating two lines and using personal phones

*Doorbell camera

*Refund for a Saturday burial

There were no objections to the agenda, Liz motioned to approve, Barb second, vote, motion passed.

PUBLIC COMMENT

none

VOUCHERS

Barb motioned to approve vouchers, Kassie second, vote, motion passed

APPROVAL OF MINUTES

No minutes available

FINANCE REPORT

Chanda Rule gave the finance report and after some discussion regarding mill adjustment Barb motioned to approve minutes, Kassie second, Motion passed.

OLD BUSINESS

Cremation garden was discussed for an updated location, Shawn Sullivan spoke about options. After discussion the board agreed to have the building committee revisit the cemetery location discussed so

that it could be brought to a vote next meeting and released for the bidding process. Time lines and scope of work were also discussed.

Irrigation system update was given by the sexton as to where the cemetery staff was regarding major repairs to the system, getting the filters on line and preparation for getting the system winterized. The creation of an operating guide for the irrigation was discussed regarding controls, valves, heads, and location of those items.

NEW BUSINESS

It was discussed creating a formal sexton report and what that might include. The report moving forward will include projects that the staff is working on above and beyond the daily landscape duties such as; reporting of burials, cremations, seasonal transition projects, irrigation repair report, equipment repair, staff issues and special events like (Memorial Day, Cemetery tours, Saluting Branches), and any "issues" that may have come up since the last meeting.

Comp time vs. overtime was discussed. The board discussed that overtime was unavoidable due to the nature of the work and that having some comp time with a cap. Once that cap was reached, overtime would be paid. The board wanted to look at what the county handbook and other departments were doing and come up with a similar policy.

The Saluting Branches Event, scope of work, and mission was reported on by the sexton. Liz made a motion to provide lunch for the event, Sheila second, vote, motion passed.

Liz discussed a new gate/entry to the Kaycee cemetery to clean up the appearance. Dennette asked that there would not be a cattle guard for funerals with horses. Liz and Dennette agreed to give the sexton an idea of what they would like and he could start getting bids for the project.

A check was in the Buffalo office for a Saturday burial. The cemetery no longer charges extra for Saturday burials. Barb motioned to return the check Sheila second, vote, motion passed.

It was discussed to cancel the cell phones the cemetery currently pays for. Employees agreed that they would prefer to use their personal cell phone. The board discussed a \$50 dollar compensation for employees to use their personal phone. Kassie motioned to cancel cemetery phones and compensate employees \$50 a month, Sheila second, vote, motion passed.

A doorbell cam was discussed to better assist the public in getting ahold of staff.

Luke updated the board that the hay was cut and waiting for a final weight and payment from their hay contractor.

EXECUTIVE SESSION

None

ADJOURN

Motion to adjourn was made by Barb, Liz second, vote, motion passed @ 3:26 P.M.

Signature____Luke Goddard_____

Date____10/10/2023_____

President of the Board

Signature_____Barb Mueller_____

Date_10/10/2023_____

Secretary