

Minutes

Johnson County Cemetery District

DATE December 12, 2023

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 VIA Zoom - Treasurer, Bob Hancock- Board Member, Kassie Spiering- Board Member, Shawn Sullivan- Sexton, Dennette Mondea- Deputy sexton Kaycee, Buffalo Bulletin via Zoom, Chanda Rule-bookkeeping, Kate Harness - 307netradio, Patrick Munsell CPS distributors, Paul Kozisek- Deputy Sexton Buffalo

APPROVE AGENDA

Chanda Rulle corrected an agenda item to read as a financial review, not an audit. No additional items where added.

Kassie made a motion to approve the agenda as corrected, Bob second, comment none, vote, motion passed.

PUBLIC COMMENT

none

VOUCHERS

Barb made a motion to approve the vouchers, Bob second, discussion none, vote, motion passed.

APPROVAL OF MINUTES

Barb stated minutes were very comprehensive, Bob made a motion to approve the November minutes, Barb second, no discussion, vote, motion passed.

FINANCE REPORT

Chanda gave a current finance report to the board. She disused money a transfer into CDs, the rate of return and maturity date. She reported to the board we were 42% through the fiscal year as of November 30, with 57.5% of funds remaining. The board discussed correcting a couple of line items and it was decided to hold the correction until next month's meeting.

Kassie motioned to accept the finance report as presented, Bob second, discussion none, vote, motion passed.

Michael Johnson with Mohatt, Johnson & Godwin, LLP Gave a fincial review of financial operations, and explained the difference between a review and an audit. The review found the board to be compliant

with the state requirements, no changes were required or suggested and a complete audit was not necessary at this time.

Liz motioned to accept the review as presented, Barb second, discussion none, vote, motion passed.

SEXTON REPORT

* Shawn presented the Russian olive 30 -70 cost share contract. The board discussed possible public concern regarding wildlife habitat loss, the impact that the Russian Olive has on water resources, and the replacement of the Russian Olive with other types of trees. Liz motioned to accept the contract, Bob second, no further discussion, vote, motion passed.

** Shawn Presented a bid to the board for a new front entry at the Kaycee Cemetery, after some discussion Liz wanted to talk to the contractor about a few design details and tabled until the next meeting.

*** At the previous meeting the sexton made the board aware that the contractor that opened graves in the Kaycee Cemetery would no longer have Equipment on hand to continue that service. Some Ideas were discussed at that meeting. The Johnson County Road and Bridge agreed to allow the Cemetery district access to their Backhoe parked at their Kaycee location.

It was requested some American flags to have on hand for the Kaycee Cemetery.

In trying to be mindful of overtime, Shawn provided to the board what the county handbook used for their policy so the board could use it to compare to the cemetery policy as was discussed previously in the September meeting.

OLD BUSINESS

- a. *Russian Olive Project
- b. **Kaycee gate
- c. ***Kaycee Opening and closing plan

NEW BUSINESS

- a. Irrigation System Replacement- Shawn and Patrick Munsell CPS Distributors out of Casper presented the board with a price for material for a new irrigation system as well as a plan for the cemetery to do the installation in-house. After much discussion Bob made a motion to expend funds not to exceed \$270,000.00 for all materials and project plan (design, installation support, technical service and vendor support in the quote provided by CPS Distributors) Barb Second, no further discussion, vote, motion passed.

ROLLING AGENDA ITEMS

a. Benefit review- Health Insurance Premium Increase

The board reviewed the current Health Insurance provided to the staff; insurance premiums increased for 2024. A memorandum provided by the county showed premiums have not increased since 2017. The county will pay 91%, the participant will pay 9%. Kassie motioned that the board follow the counties lead in paying 91% Liz second, no further discussion, vote, motion passed.

EXECUTIVE SESSION

Liz motioned the board go into executive session for annual employee evaluation, Sheila second, no discussion, vote, motion passed.

ADJOURN Luke adjourned the regular meeting at 3:51 and entered executive session.

President of the board

Signature_____ Date_____

Secretary of the board

Signature_____ Date_____