

Johnson County Cemetery District Minutes
June 9th, 2020

The regular monthly meeting of the Johnson County Cemetery District was held at the JCCD Willow Grove Cemetery, Buffalo, Wyoming, on Tuesday, June 9th, 2020. The meeting was called to order by President John Zorbas at 2:02 p.m. Present were: John Zorbas, Butch Buell, John Ehlers, Carolyn Fox, John Hansen, Nancy Elm, Tim Lohse, Megan Boggs, Dennette Mondeau (via Zoom), Linda Greenough (via Zoom), Dave Harness, Jill Wright, Craig Wetterlund, Karrie White, Shawn Sullivan, and Chanda Rule.

- I. VOUCHERS:** Butch Buell made the motion to approve all vouchers as submitted. Seconded by John Ehlers and carried by all present. Each check and/or voucher was initialed and signed by the present board members.
- II. ACCEPTED MINUTES AS PRESENTED FOR PAST MEETING:** John E. moved to approve the May 2020 minutes, and Butch seconded; the motioned carried by all present.
- III. TREASURER’S REPORT:** Chanda presented the May Treasurer’s Report with all the financials and account balances. Chanda pointed out that we are 92% through the year and any line items over 92% expended were highlighted, furthermore motor vehicle and property tax revenue received are over the budgeted amounts. The district received reimbursement of \$1664.90 from the CARES act. WyoStar May statements have not as of date been published so the rate on the account balance sheet is an estimate. John E. made a motion to accept the treasurers report as presented, Nancy Elm seconded the motion, and it 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 1 burial and 2 cremation burials for May, making 20 total burials for 2020. None of the funerals were on Saturday. Megan has been adding pictures of the headstones to the CIM site. Tim and John H met with Cepi about run off issue. The crew worked to ready the cemetery for Memorial Day. They started turning on the water. One grave space was sold through the district.
- V. KAYCEE SEXTON’S REPORT:** Dennette Mondeau via written submission as well. She reported that the mowers were serviced, weed sprayer hooked up, and flower arrangements were cleaned up and/or disposed of. She is replacing longer lot markers with shorter ones that won’t get mowed over. Dennette is working on head stone pictures for CIMS. She also reported that the Port-a-John has not been cleaned since April. The septic field has been dug.
- VI. GUEST/PRESENTATIONS:**
- VII. OLD BUSINESS:**
1. There was some discussion on the recommendations of Cepi Engineering for the drainage issues, John H and Tim will be a subcommittee that will have recommendations on how to proceed at the next meeting.
 2. The burial option resolution has been tabled until the July meeting.
 3. Simon Construction is supposed to have their hot mix plant set up in August. Tim will update the board on their status at the next meeting
 4. John Z will email the employee handbook to the board members to review. This will be on next month’s agenda for a reading.

5. Marshall Kelly has been contacted to make new signage for the district. Tim will work with her to get correct working to prepare a draft.
6. Butch made a motion for the district to purchase lunch for the Saluting Branches volunteers on September 23 that will be trimming/removing/planting trees in the cemetery up to \$1000. Carolyn Fox seconded the motion. John E made a motion to give Tim the flexibility to open/close the cemetery to accommodate the Saluting Branches. Butch seconded the motion. Motion carried.
7. There was some discussion on the termination of the PSA with Harness funeral home. John H made a motion to meet with HFH staff to discuss re-negotiating the current contract. Butch seconded the motion. John E called point of order stating that John H could not make the motion since he originally voted against the motion at the last meeting. Butch then made the motion to re-negotiate the HFH contract, Nancy seconded the motion. Public comments were received; a written submission from Craig and Janice Anderson asking the board to reconsider re-negotiating the contract with HFH was submitted, Dave Harness stated he was disappointed with HFH services being discontinued, he also pointed out that HFH is available 24-7, Karrrie White encouraged the board to revisit the motion stating the action was taken without notice to HFH, Jill Wright stated that HFH fields 6-8 calls a day about cemetery issues. Shawn Sullivan questioned who would take the time to help customers find the desired lots, Craig Wetterlund stated that when they buried their son and Dave said "it was taken care of", they knew it was taken care of. Public comments were closed; there was some additional discussion on services provided between Dave and the board. The motion on the table was voted on with Butch, John H and Nancy voting yes and John E, Carolyn and John Z opposing the motion. The motion failed.

VIII. NEW BUSINESS

1. John H made a motion to hold the budget hearing at the regularly scheduled board meeting on July 14th, 2020 at 2:00 at Willow Grove Cemetery. Butch seconded, motion carried.
2. Tim presented some options for a power gate for Willow Grove. Butch moved to spend up to \$11,000 to purchase auto gates and have them installed. John H seconded the motion, motion carried. There was some discussion on security camera, but this will be tabled until after the new signage is installed.
3. Carolyn made a motion to change the business address to 10 Hillside Ave. Nancy seconded the motion, motion carried.
4. John H, Butch and John Z will form a subcommittee to look at RFP for bookkeeping and/or administrative services.
5. There was discussion on deeds being filed at the court house.
6. Tim stated that the credit limit on the district card was too low to make some required purchases; he will raise the limit through the bank.

There being no further business, the meeting adjourned at 5:00 p.m., following a motion by Butch, seconded by Nancy.

Respectfully submitted by Chanda Rule
