

**Johnson County Cemetery District Minutes**  
**November 10<sup>th</sup>, 2020**

The regular monthly meeting of the Johnson County Cemetery District was held at The Willow Grove Cemetery in Buffalo, Wyoming on November 10, 2020. The meeting was called to order by Vice President Butch Buell at 2:00 p.m. Present were: Butch Buell, John Ehlers (via zoom), Carolyn Fox, John Hansen, Nancy Elm, Craig Wetterlund, Tim Lohse, Megan Boggs, Linda Greenough (via Zoom), Logan Williamson from the Bulletin, Robert (via Zoom) and Chanda Rule.

- I. VOUCHERS:** Nancy made the motion to approve all vouchers as submitted. This was seconded by John H. 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:** Carolyn moved to approve the October 2020 minutes, and John E. seconded; the motion carried by all present.
- III. TREASURER'S REPORT:** Chanda presented the October Treasurer's Report with all the financials and account balances. WyoStar October statements have not as of date been published so the rate on the account balance sheet is an estimate. BCBS gave us a COVID discount of 50% on the December billing. John H made a motion to accept the treasurer's report as presented, Carolyn 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 7 burials and 1 cremation burials for October, making 50 total burials for 2020. Two of the October funerals was on a Saturday. Tim reported that the bathrooms should be completed by the end of November. It looks like Brad has most of the files moved and sorted. The monument in Kaycee was moved on October 21. The auto gate should be running in the next 2 weeks. The High School Ag dept will be building the drainage covers.
- V. KAYCEE SEXTON'S REPORT:** Dennette Mondeau via written submission as well. Trees have been wrapped for winter, markers were painted and placed to mark the roads for winter plowing.
- VI. GUEST/PRESENTATIONS:** None
- VII. EXECUTIVE SESSION:** None
- VIII. OLD BUSINESS:**
1. Audit update: John E has spoken with Michael Johnson, he stated the delays were due to COVID issues, the review will be completed and he will plan on attending the December meeting.
- IX. NEW BUSINESS**
1. Carolyn moved to approve the amendment #1 of the policy and procedures manual to remove the board portion. John H, motion carried.
  2. Carolyn moved to accept amendment #2 which clarifies #9, grazing lease. Nancy 2<sup>nd</sup> and motion carried.
  3. Carolyn moved to approve amendment #3 which changes wording to Johnson County Cemetery District. John E seconded; motion carried.
  4. Carolyn moved to approve amendment #4 which states lot reservation without payment is not authorized. Nancy seconded; motion carried.
  5. Carolyn moved to accept amendment #5 on vault requirements, after some discussion John E moved to table amendment #5, Carolyn seconded the motion, and this will be tabled until next meeting.

6. Carolyn moved to accept amendment #6, stating no cremation burials on Sundays or holidays. Nancy seconded; motion carried.
7. Nancy moved to accept amendment #7, clarifying monument placings. Carolyn seconded; motion carried.
8. Tim read a letter submitted by John Kolnik requesting a variance on the placing of a monument. Tim stated that moving it would benefit the maintenance of the grounds. Carolyn moved to approve the movement of the headstone; Nancy seconded. Motion carried.
9. Tim asked for approval to purchase a fire proof vault to store big book and other documents. John H moved to approve the purchase of the fire proof vault; Nancy seconded the motion. Motion carried.
10. Butch was thanked for his service to the district.

There being no further business, the meeting adjourned at 2:30 p.m., following a motion by John H, seconded by Nancy.

Respectfully submitted by Chanda Rule

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