

June 11, 2024,

Board of Directors Meeting Convened at 7 p.m. Location 6700 W 700 N Warren UT 84404.

1- Approval of May Meeting Minutes-Board

- a. Duncan Murray, Ryan Rogers, Jace Marriott, and Amy Coleman were in attendance. Duncan called the meeting to order at 7:07 pm. The May meeting minutes had a word change. It read the business entity and was changed to district entity. The fee schedule proposal also had verbiage changes from proposed to adopted. This change was taken care of in its own action item. Ryan motioned to approve the minutes with the grammatical change. Duncan seconded the motion; thus, the motion carried.

2- May Monthly Activity-Amy

- a. Plots updated
 - i. No plots were sold this month.
- b. Notarization of plot sales-Duncan
 - i. No plot transfers.
- c. Cemetery Rate Increases Correction
 - i. There was a typo on the infant rate sheet. That correction was ratified. Ryan motioned to approve the rate sheet as proposed with the typo correction and adopt the proposed rate sheet. Duncan seconded the motion; thus, the motion carried.
 - ii. There have been no purchases since the rate change. Amy will include the rate sheet at the end of the meeting minutes.
- d. Grant updates
 - i. The grant application has been received and is in review for funding amount. The cemetery will be notified of the funding amount by the last week of June. The cemetery will provide a 40% match to the funding amount.

3- Maintenance Updates and Procurement Items – Jace

- a. Duncan followed up with Guy Harbertson and was able to verify that our equipment with a stabilizer was not used. The only other option could be if the truck setting the vault had a stabilizer on it, they could have placed it on the headstone. In the future if cemetery personnel see anything like that, they will take a picture to make sure we can get it fixed. Jace placed the ground protection mats over the adjacent headstones for added protection. The mats will help to disperse the weight and protect surrounding headstones.
- b. Eddie's urn is placed at the foot of the grave. Sonya is at the head.
- c. The board discussed setting up an account at Mountainland Supply or Dirk's for sprinkler supplies to ensure that the cemetery is using the tax exemption. Amy will meet with Jace to see which place he would prefer to open an account at and find the tax identification number.

- d. The cemetery is having technical issues with the sprinklers in zone 2. Cemetery personnel replaced a solenoid and that did not fix the problem. The entire zone will not turn on. Jace is supplementing with a rain bird sprinkler. Jace will discuss the sprinkler issue with Corey at Dirks to see if they can help get the sprinklers fixed. The next option would be to have Bryce Wade's crew come and look at the system. If they do, Jace will meet with them to learn what the error is and how to fix it.
 - e. There are only three parts to the sprinkler. A timer, the wires, and the valve. The electronic side is where the issue is. The solenoid and valve are operating. Jace may need to run a temporary wire to see if that is the issue. The cemetery would need to have repair work done. The brainstorming trial and error for the sprinkler repair is included in Jace's salary. To fix the sprinkler system would be an extra fee to either be paid to Jace or another company.
 - f. Ryan motioned to direct Jace to troubleshoot the sprinkler system and to sub out an additional contractor to fix it or pay Jace the additional fee to fix it. Duncan seconded the motion; thus, the motion carried.
 - g. The sprinkler system was installed by Chad Boyce in 2000. Jace will contact him and see if he would be willing to come and troubleshoot the system.
 - h. Jace removed all the items from Memorial Day. The remaining items were just mums.
 - i. Jace fertilized the week before the meeting. All the equipment is functioning well. The jumping jack is functioning okay but floods easily. The lawn was mowed the Tuesday after Memorial Day. The grass in the new section looks good. The new section was being watered for two hours but is now back down to one hour. Jace has been mowing the new section every other week and will begin mowing it every week.
- 4- By-Laws Review for Approval- Board
- a. Duncan will make changes to the by-laws and will send it to the board members to proofread before the meeting. He will create a document with a more legislative point of view, so it creates a clear picture for the public. Duncan will double check the plot sale numbers and edit those in the by-laws. Each household would be eligible for four unless there are more people in the household. There is no minimum. Clarification will also be made for non-resident limits.
- 5- Certificate Renewal
- a. Maturity Date June 1, 2024
 - i. The certificate matured and the board discussed the different options for renewal.
 - ii. The cemetery currently has three accounts, savings, checking, and a certificate. The amounts in each account were discussed.
 - iii. The next capital project would be the asphalt for the parking lot and will be around 15,000. Duncan suggested putting 65,000 in a 12-month certificate account. 10,000 in checking and transferring the rest to a money market account.

- iv. Duncan motioned to authorize Amy to leave 10,000 in the checking account, move 65,000 into a 12-month certificate account and the remainder into a money market account. If not authorized to move accounts on her own (by the bank) Amy will have another board member come to make the changes. Ryan seconded the motion; thus, the motion carried.

6- Other Business

a. Mail

- i. Rocky mountain power does not have a big enough incentive for the cemetery to use their rebates.

b. Checks

- i. Board members received their checks.
- ii. Jace suggested canceling Republic Services and having him take the dump trailer to moldings and sons as an alternative trash removal. Amy will put it on the July Agenda to decide if the board wants to make a change. Amy will contact Republic Services to get a bid for two residential cans at a weekly pick up. She will also contact Robinson Waste and get a bid for a smaller dumpster.
- iii. Duncan motioned that the meeting be adjourned. Ryan seconded the motion. Meeting adjourned at 8:05 pm

Adopted Cemetery Rates and Fees

	Opening/ Closing Weekday	Opening/ Closing Weekend	Cremation	Infant	Plot Price	Certificate Transfer	
Resident	\$ 500.00	\$ 600.00	\$ 250.00	\$250.00	\$ 300.00	\$ 35.00	
New Section Resident*	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 35.00	
Non-Resident	\$ 800.00	\$ 900.00	\$ 400.00	\$400.00	\$ 800.00	\$ 35.00	
New Section Non- Resident*	\$ -	\$ -	\$ -	\$ -	\$1,000.00	\$ 35.00	
Administrative Fees Resident	\$ 100.00	\$ 100.00	\$ 75.00	\$ 75.00	\$ 50.00	\$ 35.00	
Administrative Fees Non-Resident	\$ 150.00	\$ 150.00	\$ 100.00	\$100.00	\$ 100.00	\$ 35.00	
Sexton Fees Resident	\$ 400.00	\$ 500.00	\$ 175.00	\$175.00	\$ -	\$ -	
Sexton Fees Non- Resident	\$ 600.00	\$ 650.00	\$ 300.00	\$300.00	\$ -	\$ -	
Cemetery Revenue	\$0/\$50	\$0/\$100	\$ -	\$ -	\$250/\$700	\$ -	

Disinterment Fees

	Weekday	Weekend	Admin Fee Weekday	Admin Fee Weekend	Sexton Fee Weekday	Sexton Fee Weekend	Cemetery Revenue
Resident	\$ 1,000.00	\$ 1,200.00	\$ 200.00	\$300.00	\$ 800.00	\$ 1,200.00	\$0/\$100
Non-Resident	\$ 1,600.00	\$ 1,800.00	\$ 200.00	\$300.00	\$1,200.00	\$ 1,300.00	\$0/\$200

* The plots located in the new section of the Cemetery will not be available for purchase until 2025-2026.

Headstones can be raised by the Cemetery upon request, exact rates will be determined by the Cemetery. A minimum fee of \$200 will be charged.