

South Summit Cemetery Maintenance District

48 E. 100 North | P.O. Box 782

Kamas, Utah 84036

July 15, 2025

Board Meeting Minutes

Those present: Chair Cindy Butterfield, Board Members Kristie Bair, Jack Clegg, Rhonda Fitzgerald, Donna Ure, and Clerk Brinedette Howick.

Guests Present: None.

Call meeting to order: Cindy called the meeting to order.

Public Input: None.

Open Bid, discussion, and potential Motion re: Veteran's Memorial in Marion Cemetery: Cindy said the Board received one bid. The bid is \$6,987. Cindy asked if there was any discussion on the bid submitted.

Kristie said she thought she would like to do granite in Francis too.

Jack asked if she wanted to tear the old one out.

Cindy said there was a wooden Veteran's Board, halfway down the lower road of the upper Franics.

Kristie said yes, she is thinking of putting it in the lower Franics near the two flags. Kristie asked how that would look.

Jack said 4' x 8' would have two posts and put a plate behind it so it cannot get broken. Jack said there would be a slot so he could come back and re-mark it. He will engrave each of the branches in the corners and then just have their names engraved. He will come do more as we ask him, but that will be an additional fee. He can order all the granite the District wants. Jack said to remember it is six months to get the granite here. Jack drew an illustration for the Board. It would be off the ground about three feet, and the posts would be about seven feet tall. They would be steal posts. Jack would build it and have it powder-coated.

Donna said the cost is just for the granite, engraving, and installation.

Jack said the fame will be no more than \$500 to build. Jack said he was sure Brian would not care about doing two or three of them if you want him to.

Donna said Woodland has one, but it is sad.

Kristie said she has been looking and when to little towns (Richmond and Weston) and they have statutes – Kristie wondered who do these little towns have blocks of granite and put heads of them, but Kristie said you could not read the granite very well. Kristie thought she would go with plaques for Francis's Veteran's Board.

Rhonda asked how they adhere plaques to the granite.

Cindy said she thought they were screwed into the granite.

Jack said they have inserts. Jack said the Board should go look at Coalville.

Cindy said if we get going and get the bases for Oakley finished, then leave room where you could continue to add names.

Kristie asked where he was thinking of putting it. Kristie said when she looked at Francis the area is higher and that is why she like Jack's idea because it is higher off the ground.

Cindy suggested we get Marion and Oakley finished then there will be two examples to look at.

Rhonda said she has a Map Board and a big board that has rules on it. Rhonda is wondering where she would put a Veteran's Board.

Jack made a Motion to accept the bid; Kristie second said Motion; and, Motion carried unanimously.

Jack will turn Brian lose tomorrow. Jack said he needs half up front and asked a check be added to the Accounts Payable Register.

Discussion and potential Motion re: Purchasing trees for the District: Cindy talked to Noles and visited with Holley and talked trees and bushes because she had been hit up a lot about North Bench being an ugly cemetery and she had been given suggestions about putting trees. Cindy would like to plant trees in the middle of North Bench and bushes to fill in some of the dead tree areas along the edges, so they are going to be flowering trees. Cindy would like to spend about \$5,000 for trees (about \$250/tree). Cindy said her hesitation is that right now the sprinklers do not hit them, but she talked to someone who is willing to water the trees, but she is concerned they will not get enough water. Cindy asked Kristie how many trees she would like in Francis.

Kristie said she really needs to cut out the ones in the back that are covering the road.

Cindy asked if Kristie wanted to put in motion to purchase and plant trees in Francis as well.

Kristie answered yes, she did.

Cindy asked if anyone else needed trees.

Rhonda said she does not have any trees.

Jack said she should talk to Jeff about that and see if he can come off the line from the system. Jack said all the trees need is a dripline after the first month or so. Jack said the water goes to the corner of the cemetery now so Jeff could run a line down the east side to the center and stub a line at the top too.

Cindy said she would talk to Jeff and see how much that would cost before putting trees in. Cindy talked to Holly about the kinds of trees and so it was figured they would be about \$250/tree. Cindy said sometimes the tree does not need to be huge due to the root system.

Jack said he only lost one tree in Marion, which was run over.

Cindy said they should be successful if they are kept watered and are deer resistant.

Kristie said she would get a number of how many she wants. Kristie does like the idea of \$5,000.

Cindy said she would like 18 trees and 10 bushes.

The issue was tabled until August and will be placed on the August agenda.

Discussion and potential Motion re: Bid for gazebo at North Bench Cemetery: Cindy would really like to something like (showed the Board some gazebo photos) at the halfway point where she is putting trees in the middle, so she would plant one or two less trees. She said something like this would provide some shade where there is none. She would like to place it on a cement patio. She said it would have to be bid out.

Kristie said there are people there every day, watering gravesites, and she was sure they would enjoy that.

Jack said he would not put it in the middle, but rather in the front.

Cindy said pretty much everything in the front is sold already. Cindy would like a shaded place for people to be able to sit. Cindy would like to put it in the middle because she is selling in the back area now.

Jack asked if Cindy wanted a motion for a bid, or if she wanted to purchase a pre-built gazebo. Either way we will need to bid it because of the price.

Cindy would like to put out bids and see what it would cost to get something like that built. Cindy said they do have kits then we would have to pay someone to construct it.

Jack suggested Cindy call a few places and find out how much they cost.

Cindy showed the board a 13' x 13' kit then you purchase the benches. The cost was \$1,680 and another one that is \$2,700.

Donna said you would have to place something under it too.

Kristie said she would have to get a few bids.

Jack proposed the issue be tabled and Cindy come back with quotes and then go from there.

Cindy tabled the issue and asked it be placed on the August agenda.

Discussion and potential Motion re: Columbariums: Kristie said she thought the Board should get some bids and look at prices and place columbarium(s) in Kamas.

Cindy thought starting to gather ideas was a good idea.

Kristie will take that on and get some ideas.

Jack said the Board previously looked into it and reported they would cost between \$10,000 and \$12,000. Jack said he does not see people being interested in being buried there.

Kristie said she thought the needs and desires of the public is changing.

Rhonda also wondered if people would use it.

Jack said even if you were cremated would you be placed there?

Cindy said many people have moved and the demographics may be changing some.

Jack said he has people only asking to purchase a gravesite for two cremations. Jack agreed it is coming but does not agree it is time.

Cindy did not think it would hurt to get more information. Cindy tabled the issue until August and asked it be placed on the August agenda.

Discussion and potential Motion re: Fencing in Marion and North Bench: Jack said he is going to finish the fence in the back to match what is around the Marion cemetery. North Bench needs to do the east and north sides. Jack said Marion needs the back side. Jack said we do not need to do it right away if we do not want to. Jack said it would not take much to measure when you are doing the trees in North Bench. Jack said he put the fence in North Bench. They can count the fence posts, which are 10' centers. You can do the same thing on the other side.

Cindy said we can talk about that more next month and asked the issue be placed on the August agenda.

Discussion and potential Motion re: Placing posts in North Bench and Francis: Jack thought they put posts in North Bench.

Cindy said she has one post for marking graves.

Jack said we were talking about him coming to shoot that. Jack asked Cindy if she wanted him to do that.

Cindy will talk to Scot to ask him to mow it down one time. Cindy will also talk to Brad about moving the dirt pile to the back corner.

Jack suggested the Board find someone who has a brush cutter.

Kristie said she would find one.

Jack asked Cindy if she wanted Kent to rebar the corners and put posts on them or just put posts like you have there already.

Donna asked what they are for.

Jack answered they mark the sections. Jack said Francis is good on the lower. Jack said he would have every one of them squared off, he would just need another row of numbers in there.

Cindy said the pole at the front and on her corners of the rows and then back here, indicating on the map, but we do not have them back here.

Jack said these are all laid out, you just need to find the rebar. Jack said that is what Kent will have to do because it is all already laid out.

Cindy said someone ran over a headstone and shattered it, but it is outside the pole.

Jack said we probably will need a new pole.

Cindy agreed we will need a new pole there, so people do not cut across the grave there.

Review of Website Rules and Regulations page: Cindy table to next meeting and directed the same to added to the August agenda. Cindy said one item she did need to bring up is she received a text from Brad asking her to remind Jack how much closing costs are as he had just done one and got the check for \$500. The fee is \$650 for every day and \$750 for weekends. Cindy asked the Board to make a note of Brad's fees.

Update re: Map Boards: Jack got the Map Board names printed. Unfortunately, some lists were printed the wrong direction. Jack will handle getting the printing company to correct them and pick them up when they are ready.

Jack asked how to make the print bigger.

Cindy said the boarder can be lessened from two inches and that would make the columns bigger.

Donna thought you could put it in excel and work with the column width and the type font and size. Donna asked who printed them.

Jack answered Fed Ex.

Rhonda asked how we attach them.

Jack said Jimmy will put them up and will place plexiglass over them to protect them from the weather.

Update re: South Kamas and New Washington Water Companies' improvements to Lois Lane, the Woodland Cemetery road: Donna had some questions last time. She has found the court cases in 2015 and has found the form for the division of maintenance, which basically says they shall cooperate including snow removal, repairing holes, maintain the road, and normal wear and tear. The District shall provide for maintenance and grantees should prorate based on historical amounts. Donna said it was with the building permit, so Riley has a copy.

Jack did not think the other guy has one.

Donna read that Grantee's shall commence at 20%.

Cindy who Riley buy his land from.

Jack said someone bought Brady's lot, then the county let them split it. Jack said Riley sent another e-mail to him about the road getting wet. Jack said the property line used to come clear down. Jack said Jeff put a cap on it from our well and that's where the line broke and started flooding the road and then two days later above the break. Jeff finally got them dug up. Barry came and told Jeff how the line runs. Jack said he does not think Riley will keep the house.

Donna said he wants the county to pave it.

Cindy thought the Board needed to send this document to our attorney and see if we can implement it now that people are building up there.

Jack said they have fixed the road and filled some of the potholes.

Donna agreed they have done a good job, but Riley is running a lot of trucks up there.

Cindy asked what, historically has it cost the District to maintain the road.

Donna agreed that is a good starting point.

Cindy said the District needs to start charging for use of the road.

Donna said the decomposition of the road from the construction is going to eat the road up much more than 10 funerals a year.

Brin reminded the Board of the attorney's name, Steve Hartvigsen.

Jack asked if Scott has said how much it would cost for him to do the culvert.

Kristie answered he has been swamped, so she has not gotten the price from him yet.

Donna said he would have to dig it up again.

Jack said the District put a lot into the ditch and placing the wings in just a few years ago. Jack said that was Part of the expense of putting in road. Jack said the Board needs to get Scott on that because if we get a big storm there is nowhere for the water to go except down the middle of the road.

Cindy tabled the issue until August and asked the item be on the August agenda.

Sexton Reports: Jack had no burials to report. Lee Johnson passed. Passey also passed away.

Rhonda had no burials to report. She sold one log.

Donna had no burials to report. Donna asked what, if anything, we are doing with the Bursett celebrations of life today. Donna had no information, and no one had called her. Donna also had a request from the Kamas Valley History wanting to do a presentation in the Francis cemetery on September 20th.

Cindy had Melissa Thornton baby burial and asked the Board to take a look at the Oakley water bill, which is extremely high. Cindy sent Jack a text about it.

Jack said the bill is supposed to be \$250 tops.

Cindy asked Jack if the other water is coming in yet.

Jack said yes, we can do that. Jack said it is not coming into our line. Jack will call Oakley and tell them if they are not going to honor the water agreement, the City needs to move their things off the District's property on SR 32. Jack will call Zane tonight and get the water straightened out.

Accounts Payable Register dated July 15, 2025, review and approval: **Kristie make a Motion to approve payment of the bills with the exception of Oakley City and add a check for \$6,987 to Mark Bolt Company for the Veteran's memorial in Marion; Jack second said Motion; and, Motion carried unanimously.**

Meeting Minutes dated June 17, 2025, and July 1, 2025, review and approval: Cindy tabled these items until the next agenda and asked they both be placed on the August agenda.

Adjournment: **Jack made a Motion to adjourn.** Meeting is adjourned.