

# South Summit Cemetery Maintenance District

48 E. 100 North  
Kamas, Utah 84036

**December 16, 2025**  
**MEETING MINUTES**

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

Public Input: No public in attendance.

Public Hearing to finalize the 2025 Budget and approval of the 2026 Budget and Tax Rate: Cindy opened the Public Hearing to finalize the 2025 Budget and approve the 2026 Budget. With no public present, Cindy called for a motion to close the Public hearing. **Donna made a Motion to Close the Public Hearing; Rhonda second said Motion; and, Motion carried unanimously.**

Motion(s) re: finalization of 2025 Budget and approval of 2026 Budget and Tax Rate: **Kristie made a Motion to approve the 2025 Budget as presented, approve the 2026 Budget as presented, and make no changes to the Tax Rate as approved; Donna second said Motion; and, Motion carried unanimously.**

Discussion and potential motion re: 2026 Board Chair: Cindy explained that previous Boards had filled the position of the Chair in a rotation. Brin provided a list of who the previous Board members have been. Cindy said if she figured it correctly, Rhonda is up next to serve as Chair; the Board confirmed their confidence in Rhonda serving as the Chair for 2026. **Jack made a Motion Rhonda serve as the Chair of the Board for 2026; Donna second said Motion; and, Motion carried unanimously.** The Board will need to do new signature cards at the Bank as Cindy will be a signer and Rhonda will be removed as a signer for the coming year.

Discussion and potential motion re: 2026 Board Meeting Schedule: Brin provided the dates of and time of the third Tuesday of each month and following the same time schedule as the past year for meetings. **Jack made a Motion that the Board Meetings be held in 2026 according to the presented dates/times; Donna second said Motion; and, Motion carried unanimously.** Brin will post the annual meeting schedule.

Discussion and potential motion re: 2026 short-term and long-term projects: The Board discussed the short-term and the long-term projects they foresee for the District and modified the listing accordingly. **Donna made a Motion to approve the list as modified; Jack second said Motion; and, Motion carried unanimously.**

Review of Fraud Risk Assessment 2025: Brin reviewed the Fraud Risk Assessment grading sheet with the Board. Cindy signed the same and Brin will upload the document as required.

Discussion and potential motion re: Veteran's board at Oakley cemetery: Cindy got quotes and showed the same to the Board. Because of the amount of the project, it will require gathering bids. Cindy asked the Board if they want her to pursue additional bids for the project. Cindy shared with the Board the design she would like. Cindy said the engravings would be \$3,000 for one piece. Cindy said she was looking at getting two that size and placing one on each side to hold the Veteran's plaques, which are 4' slants that would cost \$6,500 per (all inclusive). The plaques are \$200 each – that piece is pricy. Cindy said in general, if the Board wants to total it all up it will cost \$17,000 plus about \$9,000 for the plaques for a total cost of about \$26,000. Cindy asked the Board if that is something they would like to pursue. Cindy suggested the Board could see if Oakley City wanted to share in the cost. Cindy said the Board could decide to go a

different direction. Cindy has a real fear of making a mistake on granite that could not be fixed, so she thought the name plaques would be a safer, better option. Cindy said the Board will need to approve whatever is placed.

Rhonda asked how many Veteran's names we have and about additional Veterans.

Cindy said it would not fill up both sides – there will be room to add names, but it will cost \$200 per to buy additional name plaques.

Donna liked the project idea but said \$200 per seemed expensive.

Kristie asked if the Board could reach out to someone else to get a bid.

Cindy said we would need to advertise for and obtain bids for the project.

Kristie asked Cindy how she envisioned it being laid out.

Cindy said she would like to have flags of the branches behind the front of the big one and have the two smaller ones on each side of it.

Kristie reported being amazed by the small towns and the Veteran's monuments they have erected. Kristie wondered how small towns got donations to pay for their monuments.

Cindy said the monument at Kamas City Hall took many years of work to get the necessary donations.

Kristie thought Oakley City would want to participate.

Cindy said she needs the Board's feedback.

Kristie wants the monument to be an "ah – ha" monument. Kristie has seen many beautiful monuments and though they should be beautiful monuments to the Veterans.

Cindy said if the Board is looking to do something in every cemetery it has to be budget friendly, but you will also want it to last forever. Cindy is not looking for the Board to make a decision tonight but wanted them to think about it and we can continue the discussion next month.

Jack said the granite for his monument is \$6,900 for the slab and the engraving. Jack said he will have to carefully to through and review the spelling because the granite is engraved with the names directly.

Cindy understood Jack's monument will not be listed by branch of the military.

Jack confirmed. He will put the branches at the top and then list the names below. Jack said the Board could do three cemetery monuments for the price of the Oakley monument. Jack will have 5' steel posts up the side and a post across the bottom with a channel that the slab will slide in and sit on the bottom. Jack said it is getting powder coated. Jack said it will be 8' x 4', which is the same size as the map board. Jack said if needed the names can also be placed on the back because both sides of the slab are polished.

Cindy was wondering if the Board wanted to put something else there because it is a difference between \$26,000 and it is a lot cheaper to do something like Jack is and put flags behind it and maybe a statute or something.

Jack reported the Oakley council will change at the first of the year. Jack said they have access to grants and such. Jack sent a photo of his monument to Cindy.

Cindy asked the Board to think about it this month. She is going to talk to the Mayor of Oakley.

Jack said the bottom line is we would need to get a few more bids and see if we can do the project cheaper. Jack said you've seen how the name plaques wore off. Jack said in five years they would be worn smooth, so that is another thing to consider.

Brin will add the continued discussion to the January agenda.

Continued discussion and potential motion re: portable office building: Jack did a lot of research and found most places the Board would have to put the office on a permanent

foundation. Francis Lower we would have to deal with the County and then deal with Francis City for the sewer. Jack said he called and talked to Francis and found out their building is done and they want to sell their old building behind the new one. When they started talking about selling, they wanted someone to come buy it and move it. Jack talked to Suzanne and the Mayor who are going to talk more about it, but it may be a possibility to buy the building and get a 99-year lease for the ground. Suzanne thought it would be between \$25,000 and \$35,000. The Mayor will get back to Jack. Jack did call Dave Roberts and tell him if he is about to sell the trailer to go ahead and sell it. Jack said he claims he jacks it off of the wheels and that is on a permanent foundation.

Cindy thought the Francis building would be great.

Jack will see what he can find out about it.

Brin will place the items on the January agenda.

Continued discussion and potential motion re: Water for Oakley, North Bench, and Stevens cemeteries: Jack said the meeting went as he thought it would. Oakley is claiming the new cemetery when hooked up the meter with Oakley was installed backwards. Jack said it showed no usage. Jack said long story, short, Steven's took all we owed off the main one and then we will send them a check. Oakley is still willing to set up the accounts for a collective \$3,000 per year, but they said they need to talk to their attorney. They said in April when they begin reading meters, they will block one up and see what is going on there. Jack said he saved the District \$500 by arguing the point but there was really no rhyme or reason. Jack said the Board won't have to worry about North Bench going forward as it should never go over the minimum monthly of \$65.

Update re: Map Boards: Rhonda said she needs her map board fixed because the new list was not printed alphabetically.

Jack wondered how that happened.

Cindy answered she had no idea.

Jack said the old listing was alphabetical, then the updated one was not.

Cindy said that was on her as she did not select the listing to be alphabetical. Cindy assumed when she downloaded it for Rhonda she did not remember to select the alphabetical setting. Cindy said we can download a new one after the meeting.

Update re: South Kamas and New Washington Water Companies' improvements to Lois Lane, the Woodland cemetery road: Donna said there was nothing to talk about as far as the road goes. Donna said the Board just needs to figure out how to handle the maintenance going forward depending on when that guy starts building his house. Scot said he is not messing more with the road. Everything will be up further.

Cindy said last year the concern was the flooding.

Donna said the road is not washing out anymore, but above the road they will be working next spring.

Cindy asked where we stand with the road. Is it back to where it was before the project was started?

Jack said it is not even close, other than at the bottom.

Donna said they brought in road base.

Jack said the water company was driving trucks up there. Jack said he was there a week ago and saw the damage.

Donna said that was from the frost.

Jack disagreed, saying the frost is not down that far.

Cindy asked if the road was recovered from the water tank the District let them put in.

Jack said they had not done anything up there.

Cindy said when Woodland Water put the water tank in there were issues with the road. Cindy asked if the District had ever gotten the road back maintenance restored from that project.

Jack said no, that is what is on their long-term deal.

Kristie said they dug the road up.

Donna said it was good over the summer. In November it was very rough, but she did not think it could be blamed on them because they fixed it.

Jack said they placed rocks at the bottom.

Cindy wondered if they are going to address it.

Donna said they are done with the road.

Jack said they are going to put the box in and the 160' culvert on the main road so the runoff has somewhere to go. Scot will do that as soon as the District pays him.

Cindy asked if that would fix the flooding on the road.

Jack said yes, the culvert already goes across the road, but it has to be into the pit of the state road. They want it to go that far so he has a concrete box he bought to put down there. That is what the District is getting in exchange is for the District to pay \$4,000 to put in a drain that was already there that was working properly. It is the bill the District did not yet pay on South Kamas because they met and decided we had all our water was B1 (8 shares because it went into the well). They assessed 120 per share for that and the water is \$13.50 per share. Scot will set it up for us after the first of the year to get a change application for the water to put minimum in B1 shares for the well and get back down to what we were paying instead of \$2,400.

Cindy asked if the other bill was for the supplies for the drain.

Jack answered yes, it was.

Sexton Reports: Donna had nothing to report.

Rhonda reported Claud Maxwell is a cremation being buried on Monday.

Jack reported the fence has been torn out, and the new fence posts are being put in. Jack was told the posts would be finished this week.

Rhonda asked about the rock and recalled Jack saying the sign with the rules and regulations could easily be moved and the rock could be put there.

Jack confirmed. Jack said to ask Brad to do it.

Rhonda will wait until spring. Rhonda will contact Brad. Rhonda will place flags where she wants him to put the rocks and relocate the sign.

Kristie had nothing to report.

Cindy had nothing to report.

Approval of November 13, 2025, Board Meeting Minutes: **Jack made a Motion to approve the Meeting Minutes as amended; Rhonda second said Motion; and, Motion carried unanimously.**

Approval of Accounts Payable Register for December 16, 2025: **Kristie made a Motion to approve the Accounts Payable Register for payment; Donna second said Motion; and, Motion carried unanimously.**

Adjournment: **Jack made a Motion to Adjourn.** Meeting Adjourned.