

September 3, 2026, Agenda

Board of Directors Meeting 7 p.m. located at 750 N. 6700 W. West Warren UT 84404. Duncan called the meeting to order at 7:01 p.m. Duncan Murray, Ryan Rogers and Amy Coleman were in attendance. Brent Davis and Jace Marriott were excused.

- 1- Approval of July Meeting Minutes-Board
 - a. Meeting minutes were from July as the August board meeting was canceled due to a lack of quorum. Duncan motioned to approve the minutes as written. Ryan seconded the motion, thus the motion carried.
- 2- July Monthly Activity-Amy
 - a. Plots updated/Notarization of plot sales-Duncan
 - i. No plot sales, Two non-resident burials.
 - b. .gov domain renewed
 - i. Domain name was renewed, although not currently in use.
- 3- Maintenance Updates and Procurement Items – Jace
 - a. Jace discussed maintenance items via telephone. He installed more sprinklers to hopefully increase the pressure flow. They started collecting when mowing, a little earlier than usual. Fertilizer was applied.
 - b. There are dead spots in the grass, the board discussed grass seed or sod as options for replacement. Ryan recommended renting a power rake and overseeding the grass.
 - c. Duncan motioned to allow Jace to rent the correct equipment, including a power rake, plus buy sufficient grass seed to fill dead spots. Ryan seconded the motion, thus the motion carried.
 - d. Kubota Tractor Taylor West Weber Water
 - i. Taylor West Weber Water is selling a Kubota Tractor. Jace feels like it would be easier on the grass when they are back filling graves. Jace would also like to purchase a small disk to attach to it, as he has been providing the equipment to till the undeveloped section. Jace can continue to provide the equipment if needed.
 - ii. The Kubota cost is estimated to be less than \$30,000.00. An amount will be set by Taylor West Weber Water's board of directors and Ryan will advise the Cemetery Board of the process to follow.
 - iii. Duncan would like to have the tractor appraised and mechanically evaluated. Jace recommended Jackson Mobile Services or Kasey Monson. Both companies would be approximately \$300.00 for the evaluation.
 - iv. Jace would potentially like to consider surplus the backhoe.
 - v. Duncan motioned to have Jace retain Kasey Monson or Jackson Mobile Services to do an appraisal on the Kubota Tractor. Ryan seconded the motion. Thus, the motion carried. Amy will put the item on October's agenda.
- 4- Asphalt Project Follow Up

- a. Crack seal on the asphalt was completed. They will complete the top seal coat on September 15th on all the asphalt inside the fence. The invoice for work done will be sent to the cemetery.
- 5- Certificate Renewal Amount and Term
 - a. The board reviewed past bank statements and current America first certificate interest rates.
 - b. Duncan motioned to open a six-month certificate at 3.95% interest, investing \$65,000.00. Ryan seconded the motion.
- 6- Itemized Maintenance and Repair List
 - a. The board reviewed the maintenance expenditures from January through August.
- 7- Line-Item Budget Amendment
 - a. Board would like to note that the agenda item should read line-item adjustments not amendment as the district is still operating within the overall budget.
 - b. Duncan motioned to adjust the contract services and transfer to capital line items to cover the shortfalls in maintenance and repairs and will be ratified in the November board meeting. Ryan seconded the motion.
- 8- Christmas Board Dinner
 - a. Board discussed options for the board Christmas dinner, place and location.
- 9- Public Comments
 - a. No public were in attendance.
- 10-Other Business
 - a. Mail
 - i. Utah Association of Special Districts mailed the member renewal. The Cemetery has not been a member, and the board did not feel like it is a necessary expense.
 - ii. Ryan and Amy will look at the workshop sessions, and the district will pay for them to attend if they choose.
 - b. Checks
 - i. There were checks to be signed for Steve Davis and Associates, Rocky Mountain Power Company, Jace Marriott Excavation and Amy Coleman.
 - ii. The Cemetery has not seen an invoice from Robinson Waste in two months. Amy will call to inquire about the account.
 - c. Board Comments
 - i. Board members should be current on training. Amy will review the minutes to ensure both the open and public meetings act and ethics trainings have been completed.
 - ii. The October board meeting will be the last meeting at the cemetery. All winter board meetings will be held at the West Warren-Warren Water Improvement District Building.
 - iii. Mosquito days is upcoming and the committee requested the use of the Cemetery dumpster if necessary for extra trash. The Cemetery Board agreed.

11-Adjournment

Duncan motioned to adjourn, Ryan seconded. Meeting adjourned at 7:48 p.m.