

CAMPBELL COUNTY CEMETERY DISTRICT (CCCD)

Regular Scheduled Board Meeting Minutes

Wednesday, February 7, 2018, 1:00 p.m.

804 South Emerson-Gillette, Wyoming

Revised 3/7/18

President Jim Hastings called the meeting to order at 1:05 p.m.

Board members present: Erik Bergquist, Arlene Bryant, Tom Butler, Jim Hastings, Cynthia Johnson, JD Jones. Others present: Darin Edmonds, Sexton; Mark Hines, Engineer; Greg Goddard, Attorney.

Approval of Agenda

Jones moved to approve the agenda as written. Butler seconded. Motion carried unanimously.

Approval of Minutes

Butler moved to approve the minutes for the January 3, 2018, workshop and regular meeting and the January 24, 2018, special meeting as presented. Jones seconded. Motion carried unanimously.

President's Report

Jim Hastings reported on the topics discussed at the workshop. There was a marketing update and discussions on Mt. Nebo and the upcoming Cemetery District annual retreat.

Treasurer's Report

Financial Reports – The written reports were reviewed and discussed. The reports will be placed on file and are available for public review.

Approval of Vouchers Presented – The bills and vouchers were reviewed and discussed. Jones moved to approve the vouchers and pay the bills as presented for \$111,056.94. Butler seconded. Motion carried unanimously.

Funds Transfers – No transfers needed.

Arlene Bryant was elected as Treasurer during the election of officers for the year, however, she was not at that meeting and due to her past absences due to surgery and possible upcoming absences, she has expressed her desire to resign as Treasurer and request that the Board elect someone else as Treasurer to replace her. **Due to the fact that Arlene Bryant has asked to be withdrawn from the Treasurer's position, it was moved by Bergquist and seconded by**

Bryant that Cynthia Johnson be appointed to the Treasurer's position. Motion carried with 5 voting aye and Johnson abstaining.

Due to Cynthia Johnson being appointed to the Board and as Treasurer, she asked that the Board find someone else to replace her on the Sculpture Committee. All agree that public involvement is important for the Sculpture Committee and the Board thanks Cynthia Johnson for her service on the committee.

Sexton Report

Darin Edmonds reviewed the written report on the activities of the Cemetery District this past month. See attached report. Updates for Board informational binders were provided to Board members. Updated signature cards and a resolution for the bank were signed by Board members.

Sculpture Committee Report

Darin Edmonds reported that the deadline is February 15th for submittals for sculptures.

Engineer Report

Mark Hines with DOWL provided an update. DOWL has been working on the Land Use Master Plan with CPRA this past month and getting cost estimates developed. There was discussion on the budgeting and reserves and how far out do you build reserves. The Master Plan may go out 150 years, but budgeting reserves for that far into the future probably doesn't make sense. Maybe 20 to 50 years. This will be discussed at the retreat and during budgeting.

WYDOT is doing a project on Highway 50 next year, widening the highway, adding permanent signals and adding sidewalks (from Lakeway to 4-J or Southern Drive). WYDOT will be requesting easements and may request the use of 18 acres on the Mt. Nebo area near Highway 50 for stockpiling materials, storing equipment, etc. Having the master plan available shows where the buildings are going to be and where there may be a certain amount of land that needs to be cut down for the parking lot, etc. Perhaps WYDOT can get their dirt from that area which benefits both the District and them. There will be discussions on all of these things with WYDOT. It doesn't look like they will need a lot of right-of-way. Mark Hines and Darin Edmonds will negotiate with WYDOT. WYDOT will build the two approaches off of Highway 50 to the fence lines for Mt. Nebo.

Legal Counsel Report

Greg Goddard provided an update. After the last meeting, the agreement was signed with Joshua Kiewel for payments to reimburse the District for repairs due to the fire. Greg Goddard is working on paperwork for a reassignment for a niche (if someone wants to sell back a piece of property in the gardens). Barry Crago is willing to provide a legal update at the retreat.

Those who are available will meet at Greg Goddard's office a little before noon on Friday, March 2nd and then go to his house for the annual lunch prior to the retreat.

Old Business

A. None

New Business

A. None

Public Comments

An opportunity for public comment was held.

Executive Session

No executive session.

Signing of Documents

Board members signed minutes, checks, vouchers and deeds as necessary.

Upcoming Meetings / Workshops / Events:

Friday, March 2, 2018 – Sunday, March 4, 2018 – Annual Retreat at The Ranch at Ucross

Friday, March 2, 2018 12:00 p.m. Lunch in Buffalo

2:00 p.m. Retreat Starts at The Ranch at Ucross

Saturday, March 3, 2018 8:00 a.m. Breakfast followed by the Retreat

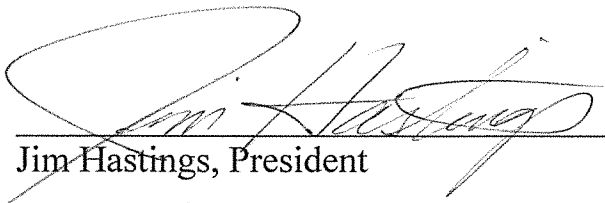
Sunday, March 4, 2018 8:00 a.m. Breakfast and Depart for Home

Wednesday, March 7, 2018 11:00 a.m. – Workshop

1:00 p.m. – Regular Meeting

President Jim Hastings adjourned the meeting at 2:08 p.m.

Respectfully submitted,
Helenanne Cathey



Jim Hastings, President



Erik Bergquist, Secretary