

CLEARWATER CEMETERY DISTRICT

**Clearwater Cemetery District
Board Meeting
August 8, 2024
6:30 PM, City Hall**

1. Call to Order

Board Member Erwin called the meeting to order at 6:30 p.m.

2. Roll Call

Tim Erwin, Ninnescah Township and David Loos, Ohio Township, were present.
Burt Ussery, City of Clearwater Mayor, was absent

Others present: Courtney Zollinger, City Administrator

3. Approval of Agenda

MOTION: *Erwin* moved, *Loos* seconded the motion to approve the agenda as presented. Voted and passed unanimously. 2-0

4. Consent Agenda

- a. 07-11-24 Minutes
- b. July Accounts Payable
- c. July Receipt Report
- d. August Payroll

MOTION: *Loos* moved, *Erwin* seconded the motion to approve the consent agenda as presented. Voted and passed unanimously. 2-0

5. Reports

- a. 58% through the year. Revenues YTD are at 84.7% of the budget and expenditures are at 25.6%. Of the \$400,000 in capital outlay, only \$110,000 has been approved to install a fence. The remainder will be carried over as starting cash for 2025. Expenditure actual for 2024, not including "cash carryover" is 20%.
- b. Reddi Fence requires a 50% downpayment to order materials. Levi Wells said the chain link fence is in stock, but the wrought iron will need to be purchased. His vendors have the materials in stock for shipment. He will be able to begin and finish the project this year.
- c. Weakly has been released to work with zero restrictions.
- d. All 3 John Deere mowers were taken in for a warranty service repair. All engine ground wires needed switched out.
- e. Baker Tree trimmed the trees in the back of the Cemetery.
- f. There were 4 headstone markings and one lot sale in July.

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6. Business

a. **Budget Hearing –**

MOTION: *Erwin* moved, *Loos* to open the budget hearing at 6:34pm. Voted and passed unanimously. 2-0

Notice: The Public Notice for the 2025 Clearwater Cemetery District Budget Hearing was posted in the Times Sentinel Newspaper on July 4, 2024, setting the public hearing for August 8, 2024, at 6:30pm at City Hall.

Budget Proposal Recap: The Board has proposed keeping one Sexton for grounds maintenance and hiring seasonal workers in the summer to help mow, continue service with TruGreen for chemical spraying on the Clearwater Cemetery lawn and hiring tree trimmers when necessary. Capital projects include planting trees around the perimeter of the new cemetery and installing a columbarium for urns. The Board has also proposed to set aside \$30,000 for the equipment reserve for the purchase of a new maintenance truck.

Beginning Cash estimated for 2025 = \$293,144.16

Total Revenue outside of Ad Valorem taxes = \$66,368.84 (lot sales, burials, etc)

Total Expenditures = \$500,803.50

Total Ad Valorem Taxes Needed = \$143,522

The Cemetery District voted to not exceed the Revenue Neutral Rate therefore will not be asking for more taxes for the 2025 budget. The mill levy will go from 2.967 to 2.637.

Open for Public Comment/ Questions – No public comments were made.

MOTION: *Erwin* moved, *Ussery* seconded to close the public hearing at 6:36pm. Voted and passed unanimously. 2-0

b. **Veteran Markers**

Mike Weakley needs to replenish the Veteran Markers for burial sites. Carrot Top Industries has been the vendor for these items. To purchase 24 the price is \$747.41. The Cemetery Board has authorized purchases up to \$300 without approval. This purchase exceeds the authorized amount.

American Fence, Reddi Fence, and Burwell Construction were contacted and said

MOTION: *Erwin* moved, *Loos* seconded authorize Weakly to purchase veteran markers for \$747.41. Voted and passed unanimously. 2-0

c. **Other Business –**

Weakly stated he would like to purchase an edger for the cemetery grounds.

MOTION: *Erwin* moved, *Loos* seconded authorize Weakly to purchase edger and spend up to \$450. Voted and passed unanimously. 2-0

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Weakly also stated that he would like to sell the Horsfield 20 gallon air compressor with Gavel Roads.

MOTION: Loos moved, **Erwin** seconded authorize Weakly to sell the air compressor with Gavel Roads. Voted and passed unanimously. 2-0

7. **Executive Session** – no executive session

8. **Comments** – No comments

9. **Adjournment**

With there being no further business

MOTION: Erwin moved, **Loos** seconded to adjourn the meeting. Voted and passed unanimously. 2-0

Meeting adjourned at 6:43 p.m.