

# CLEARWATER CEMETERY DISTRICT

Meeting Agenda  
Thursday, February 12, 2026, 6:30 PM  
129 E Ross Ave Clearwater, KS 67026

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Money Market Balance	\$502,365.49
Checking Balance	\$10,005.22
Equipment Reserve Balance	\$50,000.00

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Consent Agenda**
  - a. [Minutes 01/08/2026](#)
  - b. [January Accounts Payable](#)
  - c. [January Receipt Report](#)
  - d. [February Payroll](#)
5. **Reports**
  - a. [YTD Financial Report](#)
  - b. [Burial Report](#)
  - c. [Plot Status Report](#)
6. **Business**
  - a. **Action:** [Replacement of 1 x 8 x 12 board that covers open graves](#)
  - b. **Other Business**
7. **Executive Session**
8. **Comments**
9. **Adjournment**

# CLEARWATER CEMETERY DISTRICT

Clearwater Cemetery District  
Board Meeting  
January 08, 2026  
6:30 PM, City Hall

**1. Call to Order**

Board member Ussery called the meeting to order at 6:30 p.m.

**2. Roll Call**

Burt Ussery, Mayor City of Clearwater and , Tim Erwin, Trustee Ninnescah Township were present.

David Loos, Trustee Ohio Township was absent

Others present: Courtney Zollinger, City Administrator, Mike Weakly, Cemetery Sexton, Lynn Harrington, guest.

**3. Approval of Agenda**

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

**4. Consent Agenda**

- a. Minutes 12/11/2025
- b. December Accounts Payable
- c. December Receipt Report
- d. November Payroll

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

**5. Reports**

- As a reminder it is the Clearwater Mayors rotation to sit as chairman for the Cemetery District Board in 2026.
- 100% through the year. Revenues are at 96.7% of what was budgeted and expenses are at 38.3% of what was budgeted. Still working on closing out year. There will be a budgeted transfer of \$30,000 to equipment reserve that still needs completed.
- Total restitution received in 2025 was \$306.72. Overall total received \$466.72. The Cemetery District files \$12,010.15 restitution in the case.
- No burials or sales in December.

**MOTION:** *Ussery* moved, *Erwin* seconded to accept the reports. Voted and passed unanimously. 2-0

• **Business –**

- a. **Section 1, Lot 125, Position 3 Burial Request**

# CLEARWATER CEMETERY DISTRICT

Owner of Sec 1 Lot 125 is HL Robinson. This is the original section of the Clearwater Cemetery and originally would allow for 5 burials in one lot. Since regulations have changed one lot will only hold 4 caskets due to the requirement of vaults.

Position 1, 2, 4, & 5 are already occupied by family. A call from Lynn Harrington came in and she was under the impression that position 3 was reserved for him at least 10 years ago. All records the Cemetery District has does not show this and Mr. Harrington is unable to provide documentation.

We responded with the following information: Because this is an older section and burial regulations have changed over time ( a concrete vault is now required for casket burials) there is only room for 2 urns in position 3. Since he is not an executor of the estate, are there direct family member of Homer is there still living relatives that would be able to sign a statement giving the lot to Lynn?

Mr. Harrington was present and said he has only one living brother from the family and his brother has no problem with Lynn claiming ownership. He would like for him and his wife to be buried in the plot. They would be in urns. The Board asked if Lynn's brother would be willing to write a statement and have it notarized as a formality. Mr. Harrington said that would be a problem. Mr. Harrington would like the size of the on which he can place a headstone marking he and his wife's plot. Weakly is to get that information and have it readily available for Mr. Harrington.

**MOTION:** *Ussery* moved, *Erwin* seconded to allow for 2 urns to be buried in Sec 1, Lot 125, position3 as long a written, signed and notarized statement is sent to the Cemetery District from Mr. Harringtons brother. Voted and passed unanimously. 2-0

During the discussion of urn burials, the board asked Weakly if urns are marked with an iron marker when placed in the ground so they can be found with a metal detector. Weakly said no they aren't but it would be easy to start doing.

## **b. Replace board that cover open graves –**

Mike Weakley, Sexton, stated he has been unable to get anything to present to the board yet. Garretson and Triple B are working on a solution. Weakly has also contacted a company in Maryland and in Australia for quote for a product that could work. The board stated they would like to stick local and suggested Weakly also reach out o Ryan Martin Welding to see if he has any input. The Board would still like to see drawings and pricing before they make a decision.

6. **Executive Session** – No Executive Session

7. **Comments** – No comments

8. **Adjournment**

With there being no further business the meeting was adjourned at 6:50 p.m.

# Check Register Report

Date: 02/10/2026

Time: 2:50 pm

Page: 1

City of Clearwater

BANK: CEMETERY EFT

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>CEMETERY EFT Checks</b>								
58	01/08/26	Printed			ADT	ADT SECURITY SERVICES	Jan 16 - Feb 15, 2026	67.06
59	01/08/26	Printed			EVERGY	EVERGY KANSAS CENTRAL	Cemetery Evergy	56.08
<b>Total Checks: 2</b>						<b>Checks Total (excluding void checks):</b>		<b>123.14</b>
<b>Total Payments: 2</b>						<b>Bank Total (excluding void checks):</b>		<b>123.14</b>

# Check Register Report

Date: 02/10/2026

Time: 2:50 pm

Page: 2

City of Clearwater

BANK: CEMETERY CHECKING

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>CEMETERY CHECKING Checks</b>								
8974	01/08/26	Printed				CTY CLRWTR CITY OF CLEARWATER	Agreement	1,000.00
8975	01/08/26	Printed				FARM BUREA FARM BUREAU	QCP0148263 Comm Pkg	74.47
8976	01/08/26	Printed				GARRETSON GARRETSON EQUIPMENT	Ward Open Close - Fill Sand	660.00
8977	01/08/26	Printed				MULVANE CO MULVANE COOP	Cemetery	48.14
8978	01/08/26	Printed				SG CO TRSR SEDGWICK COUNTY TREASURER	354SBR	47.25

<b>Total Checks: 5</b>	<b>Checks Total (excluding void checks):</b>	<b>1,829.86</b>
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<b>Total Payments: 5</b>	<b>Bank Total (excluding void checks):</b>	<b>1,829.86</b>
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<b>Total Payments: 7</b>	<b>Grand Total (excluding void checks):</b>	<b>1,953.00</b>
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Packet: CLPKT00003 - 2026 01 29 Cemetery Deposit

Posting Date: 1/29/2026

### Summaries

#### Terminal Summary

Terminal Number	Recpt Count	Tendered Amount	Applied Amount	External Amount	Change
4	11	85,604.73	85,604.73	0.00	0.00
<b>Terminal Totals:</b>	11	85,604.73	85,604.73	0.00	0.00

#### Operator Summary

Operator	Transaction Code - Description	Trans. Count	Applied Amount	External Amount
<b>Courtney</b>	CEMET - CEMETERY	7	85,604.73	0.00
	<b>Operator Transaction Totals:</b>	7	85,604.73	0.00
	<b>Transaction Totals:</b>	7	85,604.73	0.00

#### Taken By Summary

Taken By	Count	Applied Amount
Courtney Zollinger	7	85,604.73
<b>Total Receipts:</b>	7	85,604.73

#### Transaction Summary

Transaction Code	Trans. Count	Applied Amount	External Amount
CEMET - CEMETERY	7	85,604.73	0.00
<b>Transaction Totals:</b>	7	85,604.73	0.00

#### Product Code Summary

Product Code	Trans. Count	Applied Amount
700000000401000 - ADVALOREM PROPERTY TAX	1	80,121.29
700000000402000 - DELINQUENT TAXES	1	913.29
700000000405000 - MOTOR VEHICLE TAX	1	554.34
700000000406000 - RECREATIONAL VEHICLE TAX	1	2.94
700000000406500 - WATERCRAFT	1	131.35
700000000407000 - 16/20 M TRUCKS	1	175.71
700000000407100 - CMV DISTRIBUTION	1	60.44
700000000476000 - OTHER	4	70.37
700000000476300 - LOT SALES	1	1,500.00
700000000476400 - OPEN/CLOSE	4	2,075.00
<b>Product Code Totals:</b>	16	85,604.73

## Earnings History Report (Detail)

Emp. Code Desc.: Clearwater Cemetery District  
 City of Clearwater  
 From: 02/01/2026  
 To: 02/10/2026

Date: 2/10/2026  
 Time: 14:56:23

I.D. #: 50263 Address: 9360 S 199th St W	Name: Timothy R Erwin S.S.#: XXX-XX-1851 Birthday: 06/23/1960	Gender: M Hire Date: 01/01/2025 Prom Date: Term Date: Marital St: M	Dept Code: 400 Local Tax Status: EIC Status: Fed Marital Table: S # Fed Exempts: 0 Extra Fed W/H: \$ 0.0000	State Marital Table: S # State Exempts: 0 Extra State W/H: \$ 0.0000 # Local Exempts: 0 Extra Local W/H: \$ 0.0000
City: Viola State: KS ZIP: 67149 Phone: ( ) - x	Employment Status: A			

Pay Date	Check No.	Hourly Rate	Regular Pay Federal Tax	Regular Hours State Tax	Overtime Pay Local Tax	Overtime Hours Medicare	Leave pay Social Security	Leave Hours Retirement W/H	Other Pay Other Deduct.	Gross Pay Net Pay
02/05/2026	9011900	\$ 0.4808	\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95
Employee Totals:			\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95

I.D. #: 50260 Address: 9751 S 51st St W	Name: David J Loos S.S.#: XXX-XX-4182 Birthday:	Gender: M Hire Date: 01/01/2020 Prom Date: Term Date: Marital St: M	Dept Code: 400 Local Tax Status: EIC Status: Fed Marital Table: M # Fed Exempts: 0 Extra Fed W/H: \$ 0.0000	State Marital Table: S # State Exempts: 2 Extra State W/H: \$ 0.0000 # Local Exempts: 0 Extra Local W/H: \$ 0.0000
City: Peck State: KS ZIP: 67120 Phone: ( ) - x	Employment Status: A			

Pay Date	Check No.	Hourly Rate	Regular Pay Federal Tax	Regular Hours State Tax	Overtime Pay Local Tax	Overtime Hours Medicare	Leave pay Social Security	Leave Hours Retirement W/H	Other Pay Other Deduct.	Gross Pay Net Pay
02/05/2026	9011901	\$ 0.4808	\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95
Employee Totals:			\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95

I.D. #: 50141 Address: 444 S Clear Creek	Name: Burt L Ussery S.S.#: XXX-XX-3326 Birthday: 07/10/1951	Gender: M Hire Date: 01/01/2015 Prom Date: Term Date: Marital St: M	Dept Code: 400 Local Tax Status: EIC Status: Fed Marital Table: S # Fed Exempts: 0 Extra Fed W/H: \$ 0.0000	State Marital Table: S # State Exempts: 0 Extra State W/H: \$ 0.0000 # Local Exempts: 0 Extra Local W/H: \$ 0.0000
City: CLEARWATER State: KS ZIP: 67026 Phone: ( ) - x	Employment Status: A			

Pay Date	Check No.	Hourly Rate	Regular Pay Federal Tax	Regular Hours State Tax	Overtime Pay Local Tax	Overtime Hours Medicare	Leave pay Social Security	Leave Hours Retirement W/H	Other Pay Other Deduct.	Gross Pay Net Pay
02/05/2026	9011902	\$ 0.5769	\$ 100.00	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	100.00
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.45	\$ 6.20	\$ 0.00	\$ 0.00	92.35
Employee Totals:			\$ 100.00	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	100.00
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.45	\$ 6.20	\$ 0.00	\$ 0.00	92.35

## Earnings History Report (Detail)

Emp. Code Desc.: Clearwater Cemetery District  
 City of Clearwater  
 From: 02/01/2026  
 To: 02/10/2026

Date: 2/10/2026  
 Time: 14:56:23

I.D. #: 50238	Name: Michael E Weakley	Dept Code: 400	
Address: 216 West 120th North	S.S.#: XXX-XX-1702	Local Tax Status:	State Marital Table: S
	Birthday: 06/16/1942	EIC Status:	# State Exempts: 0
City: Clearwater	Gender: M	Fed Marital Table: S	Extra State W/H: \$ 0.0000
State: KS ZIP: 67026	Hire Date: 05/14/2016	# Fed Exempts: 1	# Local Exempts: 0
Phone: ( ) - x	Prom Date:	Extra Fed W/H: \$ 0.0000	Extra Local W/H: \$ 0.0000
	Term Date:		
	Marital St: D		
	Employment Status: A		

Pay Date	Check No.	Hourly Rate	Regular Pay	Regular Hours	Overtime Pay	Overtime Hours	Leave pay	Leave Hours	Other Pay	Gross Pay
			Federal Tax	State Tax	Local Tax	Medicare	Social Security	Retirement W/H	Other Deduct.	Net Pay
02/05/2026	9011903	\$ 21.0000	\$ 924.00	44.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	924.00
			\$ 0.00	\$ 32.43	\$ 0.00	\$ 13.40	\$ 57.29	\$ 0.00	\$ 0.00	820.88
Employee Totals:			\$ 924.00	44.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	924.00
			\$ 0.00	\$ 32.43	\$ 0.00	\$ 13.40	\$ 57.29	\$ 0.00	\$ 0.00	820.88
Grand Totals:			\$ 1,190.66	44.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	1,190.66
			\$ 0.00	\$ 32.43	\$ 0.00	\$ 17.27	\$ 73.83	\$ 0.00	\$ 0.00	1,067.13

# CLEARWATER CEMETERY DISTRICT

To: Cemetery Board of Directors

Date: 2/10/2026

RE: Reports

- The hearing for SB 396 was held on January 29<sup>th</sup> at 9:30am. Voting on the bill was to take place on February 9<sup>th</sup>. I don't have an update on this.
- 4 Burials were held in January and 1 lot was sold.
- John Deere came out to do the recall work but discovered they already had done the work.
- The city received a new financial software late last month. Staff is still working through the changes, so reports will start to look different.



Clearwater, KS

# Income Statement Account Summary

For Fiscal: 2026 Period Ending: 02/28/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 700 - CEMETERY DISTRICT</b>						
<b>Revenue</b>						
<a href="#">700-000000-401000</a>	ADVALOREM PROPERTY TAX	143,542.00	143,542.00	0.00	80,121.29	63,420.71
<a href="#">700-000000-402000</a>	DELINQUENT TAXES	500.00	500.00	0.00	913.29	-413.29
<a href="#">700-000000-405000</a>	MOTOR VEHICLE TAX	0.00	0.00	0.00	554.34	-554.34
<a href="#">700-000000-406000</a>	RECREATIONAL VEHICLE TAX	393.10	393.10	0.00	2.94	390.16
<a href="#">700-000000-406500</a>	WATERCRAFT	0.00	0.00	0.00	131.35	-131.35
<a href="#">700-000000-407000</a>	16/20 M TRUCKS	0.00	0.00	0.00	175.71	-175.71
<a href="#">700-000000-407100</a>	CMV DISTRIBUTION	0.00	0.00	0.00	60.44	-60.44
<a href="#">700-000000-421000</a>	LEASE	1,950.00	1,950.00	0.00	0.00	1,950.00
<a href="#">700-000000-462000</a>	INTEREST ON IDLE MONEY	9,000.00	9,000.00	0.00	731.78	8,268.22
<a href="#">700-000000-476000</a>	OTHER	5,000.00	5,000.00	0.00	70.37	4,929.63
<a href="#">700-000000-476300</a>	LOT SALES	13,000.00	13,000.00	0.00	1,500.00	11,500.00
<a href="#">700-000000-476400</a>	OPEN/CLOSE	15,000.00	15,000.00	0.00	2,075.00	12,925.00
	<b>Revenue Total:</b>	<b>188,385.10</b>	<b>188,385.10</b>	<b>0.00</b>	<b>86,336.51</b>	<b>102,048.59</b>
<b>Expense</b>						
<a href="#">700-000000-711001</a>	SALARIES	21,630.00	21,630.00	924.00	1,743.00	19,887.00
<a href="#">700-000000-711014</a>	BOARD/ COMMISSION	3,200.00	3,200.00	266.66	533.32	2,666.68
<a href="#">700-000000-712000</a>	SOCIAL SECURITY	1,600.00	1,600.00	73.83	141.15	1,458.85
<a href="#">700-000000-712100</a>	MEDICARE	400.00	400.00	17.27	33.02	366.98
<a href="#">700-000000-715000</a>	WORKERS COMPENSATION	900.00	900.00	0.00	0.00	900.00
<a href="#">700-000000-716000</a>	UNEMPLOYMENT TAXES	100.00	100.00	0.00	0.00	100.00
<a href="#">700-000000-720001</a>	SANITATION SERVICES	210.00	210.00	0.00	0.00	210.00
<a href="#">700-000000-720003</a>	GROUNDS MAINTENANCE/SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">700-000000-720013</a>	DEPARTMENTAL OPERATING	1,000.00	1,000.00	0.00	57.25	942.75
<a href="#">700-000000-720014</a>	CONTRACT LABOR	68,700.00	68,700.00	0.00	1,000.00	67,700.00
<a href="#">700-000000-720016</a>	COMPUTER SOFT/HARDWARE	1,100.00	1,100.00	0.00	0.00	1,100.00
<a href="#">700-000000-721006</a>	INSURANCE	7,500.00	7,500.00	0.00	74.47	7,425.53
<a href="#">700-000000-721010</a>	VEHICLE REPAIRS/SERVICE	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">700-000000-721020</a>	OPEN/CLOSE GRAVE	13,000.00	13,000.00	0.00	500.00	12,500.00
<a href="#">700-000000-721035</a>	SECURITY MONITORING SERVICES	720.00	720.00	0.00	67.06	652.94
<a href="#">700-000000-722001</a>	EVERGY	600.00	600.00	0.00	56.08	543.92
<a href="#">700-000000-723002</a>	RESERVE	309,193.00	309,193.00	0.00	0.00	309,193.00
<a href="#">700-000000-734001</a>	GAS, OIL, DIESEL	2,000.00	2,000.00	0.00	48.14	1,951.86
<a href="#">700-000000-734003</a>	SHOP SUPPLIES	300.00	300.00	0.00	0.00	300.00
<a href="#">700-000000-735001</a>	SAND & GRAVEL	800.00	800.00	0.00	160.00	640.00
<a href="#">700-000000-741001</a>	CAPITAL OUTLAY	5,000.00	5,000.00	0.00	0.00	5,000.00
<a href="#">700-000000-771000</a>	TRANSFER OUT	30,000.00	30,000.00	0.00	0.00	30,000.00
	<b>Expense Total:</b>	<b>471,953.00</b>	<b>471,953.00</b>	<b>1,281.76</b>	<b>4,413.49</b>	<b>467,539.51</b>
	<b>Fund: 700 - CEMETERY DISTRICT Surplus (Deficit):</b>	<b>-283,567.90</b>	<b>-283,567.90</b>	<b>-1,281.76</b>	<b>81,923.02</b>	
	<b>Total Surplus (Deficit):</b>	<b>-283,567.90</b>	<b>-283,567.90</b>	<b>-1,281.76</b>	<b>81,923.02</b>	

Income Statement

For Fiscal: 2026 Period Ending: 02/28/2026

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 700 - CEMETERY DISTRICT</b>					
Revenue	188,385.10	188,385.10	0.00	86,336.51	102,048.59
Expense	471,953.00	471,953.00	1,281.76	4,413.49	467,539.51
<b>Fund: 700 - CEMETERY DISTRICT Surplus (Deficit):</b>	<b>-283,567.90</b>	<b>-283,567.90</b>	<b>-1,281.76</b>	<b>81,923.02</b>	<b>-365,490.92</b>
<b>Total Surplus (Deficit):</b>	<b>-283,567.90</b>	<b>-283,567.90</b>	<b>-1,281.76</b>	<b>81,923.02</b>	

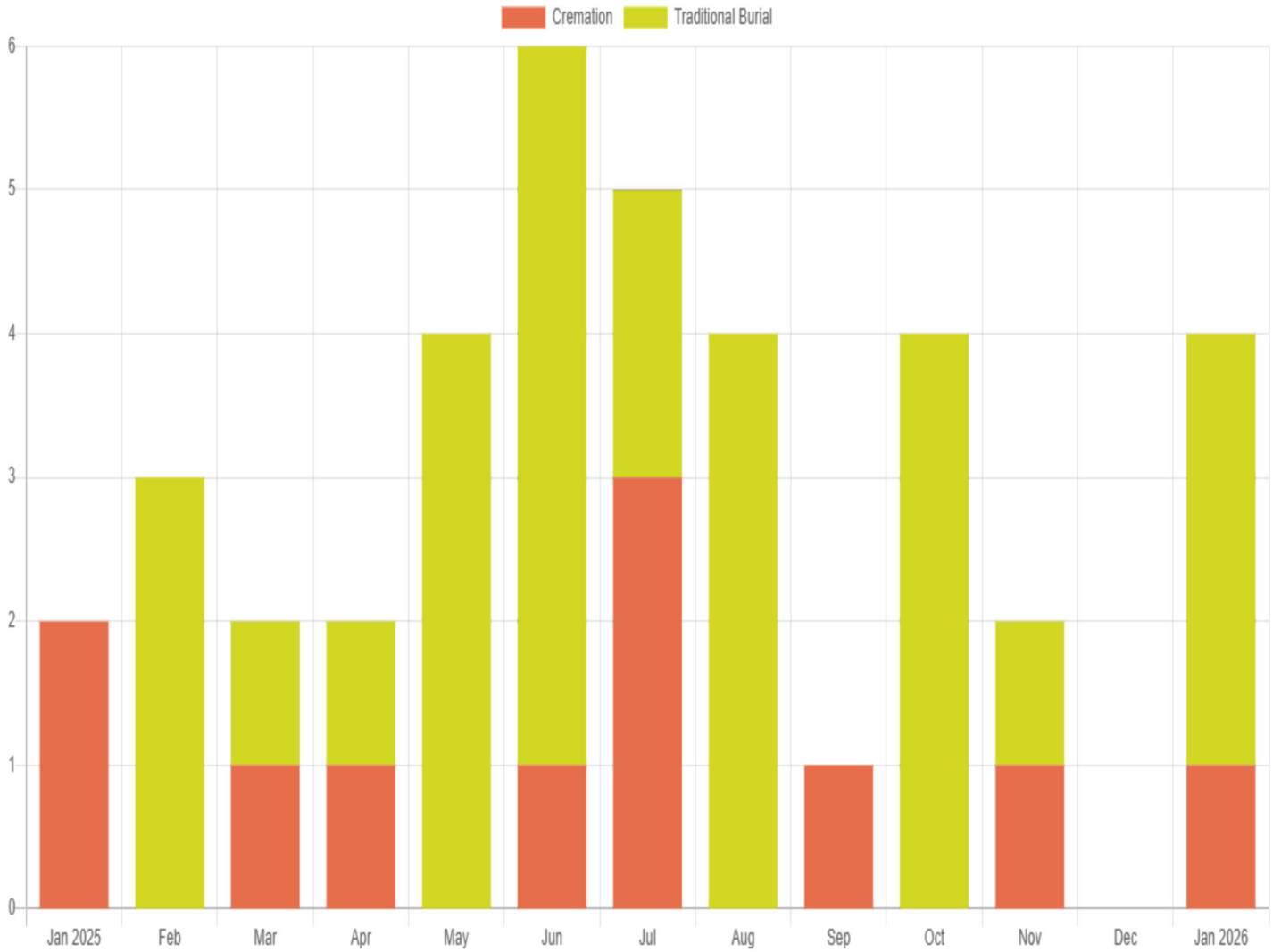
Income Statement

For Fiscal: 2026 Period Ending: 02/28/2026

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
700 - CEMETERY DISTRICT	-283,567.90	-283,567.90	-1,281.76	81,923.02	-365,490.92
<b>Total Surplus (Deficit):</b>	<b>-283,567.90</b>	<b>-283,567.90</b>	<b>-1,281.76</b>	<b>81,923.02</b>	

Burials Over Time



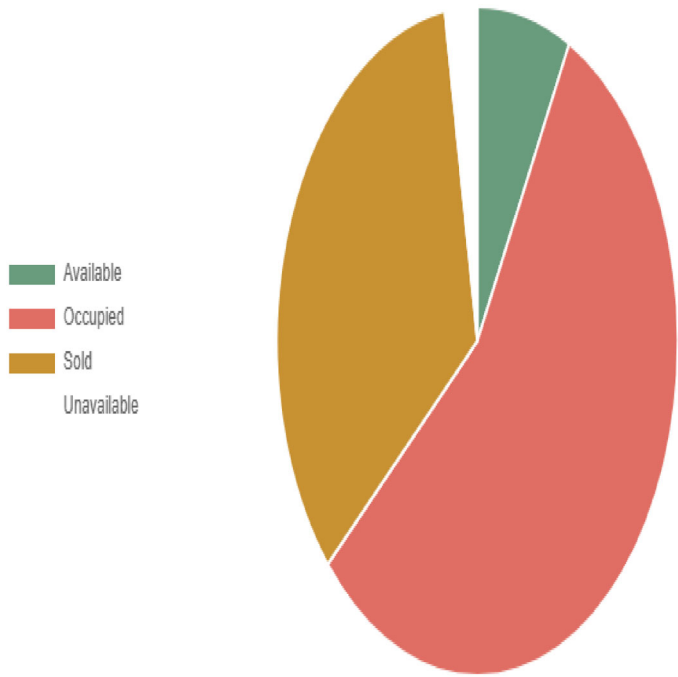
## Burials Over Time

MONTH	CREMATION	TRADITIONAL BURIAL	TOTAL
<b>Jan 2025</b>	2	0	2
<b>Feb</b>	0	3	3
<b>Mar</b>	1	1	2
<b>Apr</b>	1	1	2
<b>May</b>	0	4	4
<b>Jun</b>	1	5	6
<b>Jul</b>	3	2	5
<b>Aug</b>	0	4	4
<b>Sep</b>	1	0	1
<b>Oct</b>	0	4	4
<b>Nov</b>	1	1	2

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<b>Dec</b>	0	0	0
<b>Jan 2026</b>	1	3	4
<b>Total</b>	<b>11</b>	<b>28</b>	<b>39</b>

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### Plot Status Totals

STATUS	TOTAL
Available	493
Occupied	3627
Sold	2210
Unavailable	169

### Plot Status by Section

SECTION	AVAILABLE	OCCUPIED	SOLD	NO STATUS	UNAVAILABLE	TOTAL
1	17	537	200	0	0	754
1st Addition 1	0	566	144	0	23	733
2	1	618	199	0	6	824
2nd Addition A	0	330	70	0	0	400
2nd Addition B	0	314	84	0	2	400
2nd Addition C	0	256	143	0	1	400
2nd Addition D	1	97	44	0	6	148
4	204	146	322	0	16	688
5	36	260	324	0	36	656
6	230	136	354	0	48	768
7	4	367	326	0	31	728

**Clearwater Cemetery District  
Board Meeting  
February 12, 2026**

**Grave Covering**

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**Context:** Mike Weakly stated the current boards that cover open graves need replaced. He would like to replace them with a metal covering similar to what he saw a Clonmel.

Lyle Berntsen spoke with the Clonmel cemetery and went and looked at the covering and proposes the following:

We propose to build 2-2'x10' panels out of square tubing and covered with 29 gauge tin for covering the grave excavation.

The frame would be wrapped in j-trim to protect the sharp edges. They will have handles on each end and one on the side. These pictures are similar to what we would build. They can be viewed at the cemetery at St. John's church in Clonmel.

In the amount of \$800

**Action:** Determine if this is what the Clearwater Cemetery would to replace the wood coverings with.

