

CLEARWATER CEMETERY DISTRICT

Meeting Agenda
Thursday, May 14, 2026, 6:30 PM
129 E Ross Ave Clearwater, KS 67026

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Money Market Balance	\$500,857.91
Checking Balance	\$8,399.00
Equipment Reserve Balance	\$50,000.00

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Consent Agenda**
 - a. [Minutes 04/09/2026](#)
 - b. [April Accounts Payable](#)
 - c. [April Receipt Report](#)
 - d. [May Payroll](#)
5. **Reports**
 - a. [YTD Financial Report](#)
 - b. [Burial Report](#)
 - c. [Plot Status Report](#)
6. **Business**
 - a. **Action** – [Sell 102 Gallon Fuel Tank](#)
 - b. **Other Business**
7. **Executive Session**
8. **Comments**
9. **Adjournment**

CLEARWATER CEMETERY DISTRICT

Clearwater Cemetery District
Board Meeting
April 9, 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, David Loos, Trustee Ohio Township were present. Mike Weakley was present via GoTo Meeting.

Others present: Gary Mast and Carol Reitberger, Cemetery Secretary.

3. Approval of Agenda

Ussery stated that he would like to make the #6 Business item a. Public Forum as a patron was present and wanted to address the Board.

MOTION: *Ussery* moved, *Loos* seconded to approve the agenda as modified. Voted and passed unanimously. 3-0

4. Consent Agenda

- a. Minutes 3/12/2026
- b. March Accounts Payable
- c. March Receipt Report
- d. April Payroll

MOTION: *Ussery* moved, *Erwin* seconded to approve the consent agenda as presented. Voted and passed unanimously. 3-0

5. Reports

- Workers Compensation Policy requires an update due to the hire wages paid to the Sexton. There is no limit change to the policy. The policy cost is increasing by \$14.00. The total Workers Compensation policy renewal price is \$932.00.
- 1 Burial was held in March, 1 marker was placed and lots were sold.
- Triple B has completed the grave opening and will deliver it to Mike as soon as he can.
- Mowing has started.

6. Business

a. Public Forum-

Gary Mast from Derby Kansas addressed the Board about a monolith he would like to put on his grave upon his death. He owns several lots in Section 7 south of the flagpole. A monolith is a large single upright piece of stone, one shaped into or serving as a pillar or monument. Mast will be cremated and wants the headstone on that lot or the lot that will remain empty. Before he talked to monument experts or Webb Shinkle, Mast wanted to check with Cemetery Board and see if it was even possible. Mast would put names of the people buried around him on the monolith.

CLEARWATER CEMETERY DISTRICT

The Board read the rules and regulations. Monuments cannot exceed one-half of the width of the position (s) or a six-foot maximum, if it's going over two positions. The foundation must be at least 5 to 6 inches thick. Memorials shall be set in accordance with the general plan of the cemetery. Not more than two (2) memorials (headstones or foot stones) may be placed on a grave, one at the other at the foot, unless otherwise approved by the Cemetery. The one at the foot MUST be flat to the ground.

Ussery advised Mast to bring a drawing to a cemetery meeting with gravesites marked with measurements of bases and height of monolith and anything else that he wants to add. It can all be approved or denied at the time.

b. SB 396 Approved by the Governor 3-27-2026

Ussery received from the Secretary of State the Senate Bill No. 396. (a) The Board of Trustees of the Clearwater cemetery district is authorized to reorganize such Cemetery District by adoption of a resolution of reorganization to remove Ohio township from the district. Such resolution shall be adopted by a majority vote of the trustees.

(b) The reorganized cemetery district shall have 3 members as follows: The member from the city of Clearwater shall be the mayor, the member from Ninnescah township shall be the township trustee and one member shall be elected at-large. The resolution shall provide for the election of the at-large member of the board of trustees by the board of trustees at the next meeting of such board following the adoption of the resolution. The at-large member shall reside in either the city of Clearwater or Ninnescah township and shall represent the entire district. The at-large member shall stand for election by voters of the district on a nonpartisan basis at the 2026 general election and every four years thereafter. Ohio township and the reorganized Clearwater cemetery district may enter into an interlocal cooperation agreement regarding the future care of cemeteries and sharing of tax funds.

(c) A copy of the reorganization resolution shall be mailed to the Sedgwick County clerk. The reorganization of the cemetery district shall be deemed effective on January 1, 2026.

c. Other Business

David Loos asked if the mowing had started. Ussery stated that mowing had started and was going well. Ussery also stated that the road at Tracy and Diagonal was open.

7. Executive Session – No Executive Session

8. Comments – Erwin pointed out the County Clerk reminded the Ninnescah Townships that townships must pay monthly and in order to receive pay the members must be participating in business.

9. Adjournment

With there being no further business the meeting was adjourned at 6:58 p.m.



Clearwater, KS

Check Report - AP

By Check Number

Date Range: 04/01/2026 - 04/30/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Cemetery Bank-Cemetery Bank						
C054	AAA Portable Services	04/09/2026	Manual	0.00	120.75	8989
C174	CITY OF CLEARWATER	04/09/2026	Manual	0.00	1,000.00	8990
C321	FARM BUREAU	04/09/2026	Manual	0.00	133.00	8991
C017	GARRETSON EQUIPMENT	04/09/2026	Manual	0.00	660.00	8992
C994	MIZE'S THRIFTWAY	04/09/2026	Manual	0.00	21.99	8993
C000	SEDGWICK COUNTY TREASURER	04/09/2026	Manual	0.00	107.55	8994
C898	TL SANITATION	04/09/2026	Manual	0.00	35.00	8995
C055	Triple B Construction	04/09/2026	Manual	0.00	800.00	8996
C004	TRUGREEN	04/09/2026	Manual	0.00	2,575.00	8997
C026	KANSAS DEPARTMENT OF REVENUE	04/03/2026	Bank Draft	0.00	71.74	DFT0000174
C021	INTERNAL REVENUE SERVICE	04/03/2026	Bank Draft	0.00	367.53	DFT0000175
C015	ADT SECURITY SERVICES	04/09/2026	Bank Draft	0.00	67.06	DFT0000214
C018	CARDMEMBER SERVICES	04/09/2026	Bank Draft	0.00	7.00	DFT0000215
C012	EVERGY KANSAS CENTRAL	04/10/2026	Bank Draft	0.00	54.53	DFT0000220

Bank Code Cemetery Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	9	9	0.00	5,453.29
Voided Checks	0	0	0.00	0.00
Bank Drafts	5	5	0.00	567.86
EFT's	0	0	0.00	0.00
	14	14	0.00	6,021.15

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	9	9	0.00	5,453.29
Voided Checks	0	0	0.00	0.00
Bank Drafts	5	5	0.00	567.86
EFT's	0	0	0.00	0.00
	14	14	0.00	6,021.15

Fund Summary

Fund	Name	Period	Amount
700	CEMETERY DISTRICT	4/2026	6,021.15
			6,021.15



Receipt Listing by Product Code

Totals by General Ledger Cash Account

Date Range: 4/2/2026 - 4/30/2026

Product Code		Product Code Description				
CEM - Open/ Close		OPEN/CLOSE				
Receipt Number	Date	EOD Packet Number	Payor Name	Cash GL Account Number	Applied Amount	
R00000243	4/20/2026	CLPKT00020 - 2026 04 30 Cemetery Deposit	Cindy Livingston	700-000000-102000 - CASH SAVINGS	425.00	
CEM - Open/ Close Subtotal:					425.00	
CEM - Other		Other				
Receipt Number	Date	EOD Packet Number	Payor Name	Cash GL Account Number	Applied Amount	
R00000260	4/27/2026	CLPKT00020 - 2026 04 30 Cemetery Deposit	State of Kansas	700-000000-102000 - CASH SAVINGS	42.57	
CEM - Other Subtotal:					42.57	
Grand Total:					467.57	



Clearwater, KS

Receipt Listing by Product Code

General Ledger Cash Account Summary

Date Range: 4/2/2026 - 4/30/2026

Distribution GL Account Number	Distribution Amount
Fund: 700	
700-000000-102000 - CASH SAVINGS	467.57
700 Subtotal:	<u>467.57</u>
Grand Total:	<u>467.57</u>



Clearwater, KS

Payroll Bank Transaction Report

By Payment Number

Date: 5/1/2026 - 5/30/2026

Payroll Set: 02 - Cemetery

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
1008	05/05/2026	Regular	50141	Ussery, Burt L	0.00	92.35	92.35
1009	05/05/2026	Regular	50238	Weakley, Michael E	0.00	1,523.49	1,523.49
1010	05/05/2026	Regular	50260	Loos, David J	0.00	76.95	76.95
1011	05/05/2026	Regular	50263	Erwin, Timothy R	0.00	76.95	76.95
Total:					0.00	1,769.74	1,769.74

CLEARWATER CEMETERY DISTRICT

To: Cemetery Board of Directors
Date: 05/12/26
RE: Reports

- 2 Burials were held in April, 6 markers were placed and no lots were sold.



Clearwater, KS

Income Statement Account Summary

For Fiscal: 2026 Period Ending: 04/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 700 - CEMETERY DISTRICT						
Revenue						
700-000000-401000	ADVALOREM PROPERTY TAX	143,542.00	143,542.00	0.00	83,678.56	59,863.44
700-000000-402000	DELINQUENT TAXES	500.00	500.00	0.00	1,001.93	-501.93
700-000000-405000	MOTOR VEHICLE TAX	0.00	0.00	0.00	1,720.70	-1,720.70
700-000000-406000	RECREATIONAL VEHICLE TAX	393.10	393.10	0.00	24.85	368.25
700-000000-406500	WATERCRAFT	0.00	0.00	0.00	143.78	-143.78
700-000000-407000	16/20 M TRUCKS	0.00	0.00	0.00	226.32	-226.32
700-000000-407100	CMV DISTRIBUTION	0.00	0.00	0.00	96.59	-96.59
700-000000-421000	LEASE	1,950.00	1,950.00	0.00	0.00	1,950.00
700-000000-462000	INTEREST ON IDLE MONEY	9,000.00	9,000.00	788.40	3,066.36	5,933.64
700-000000-476000	OTHER	5,000.00	5,000.00	1,292.04	1,394.84	3,605.16
700-000000-476300	LOT SALES	13,000.00	13,000.00	0.00	3,750.00	9,250.00
700-000000-476400	OPEN/CLOSE	15,000.00	15,000.00	975.00	4,725.00	10,275.00
	Revenue Total:	188,385.10	188,385.10	3,055.44	99,828.93	88,556.17
Expense						
700-000000-711001	SALARIES	21,630.00	21,630.00	1,680.00	5,040.00	16,590.00
700-000000-711014	BOARD/ COMMISSION	3,200.00	3,200.00	266.66	1,066.64	2,133.36
700-000000-712000	SOCIAL SECURITY	1,600.00	1,600.00	120.70	378.64	1,221.36
700-000000-712100	MEDICARE	400.00	400.00	28.23	88.57	311.43
700-000000-715000	WORKERS COMPENSATION	900.00	900.00	0.00	0.00	900.00
700-000000-716000	UNEMPLOYMENT TAXES	100.00	100.00	1.94	3.82	96.18
700-000000-720001	SANITATION SERVICES	210.00	210.00	35.00	35.00	175.00
700-000000-720003	GROUNDS MAINTENANCE/SUPPLIES	2,000.00	2,000.00	120.75	241.50	1,758.50
700-000000-720013	DEPARTMENTAL OPERATING	1,000.00	1,000.00	117.55	194.80	805.20
700-000000-720014	CONTRACT LABOR	68,700.00	68,700.00	800.00	3,800.00	64,900.00
700-000000-720016	COMPUTER SOFT/HARDWARE	1,100.00	1,100.00	0.00	0.00	1,100.00
700-000000-721006	INSURANCE	7,500.00	7,500.00	133.00	207.47	7,292.53
700-000000-721010	VEHICLE REPAIRS/SERVICE	2,000.00	2,000.00	7.00	7.00	1,993.00
700-000000-721020	OPEN/CLOSE GRAVE	13,000.00	13,000.00	500.00	3,150.00	9,850.00
700-000000-721035	SECURITY MONITORING SERVICES	720.00	720.00	67.06	268.24	451.76
700-000000-722001	EVERGY	600.00	600.00	54.53	222.15	377.85
700-000000-723002	RESERVE	309,193.00	309,193.00	0.00	0.00	309,193.00
700-000000-734001	GAS, OIL, DIESEL	2,000.00	2,000.00	0.00	126.89	1,873.11
700-000000-734003	SHOP SUPPLIES	300.00	300.00	21.99	43.98	256.02
700-000000-735001	SAND & GRAVEL	800.00	800.00	160.00	320.00	480.00
700-000000-741001	CAPITAL OUTLAY	5,000.00	5,000.00	800.00	800.00	4,200.00
700-000000-771000	TRANSFER OUT	30,000.00	30,000.00	0.00	0.00	30,000.00
	Expense Total:	471,953.00	471,953.00	4,914.41	15,994.70	455,958.30
	Fund: 700 - CEMETERY DISTRICT Surplus (Deficit):	-283,567.90	-283,567.90	-1,858.97	83,834.23	
	Total Surplus (Deficit):	-283,567.90	-283,567.90	-1,858.97	83,834.23	

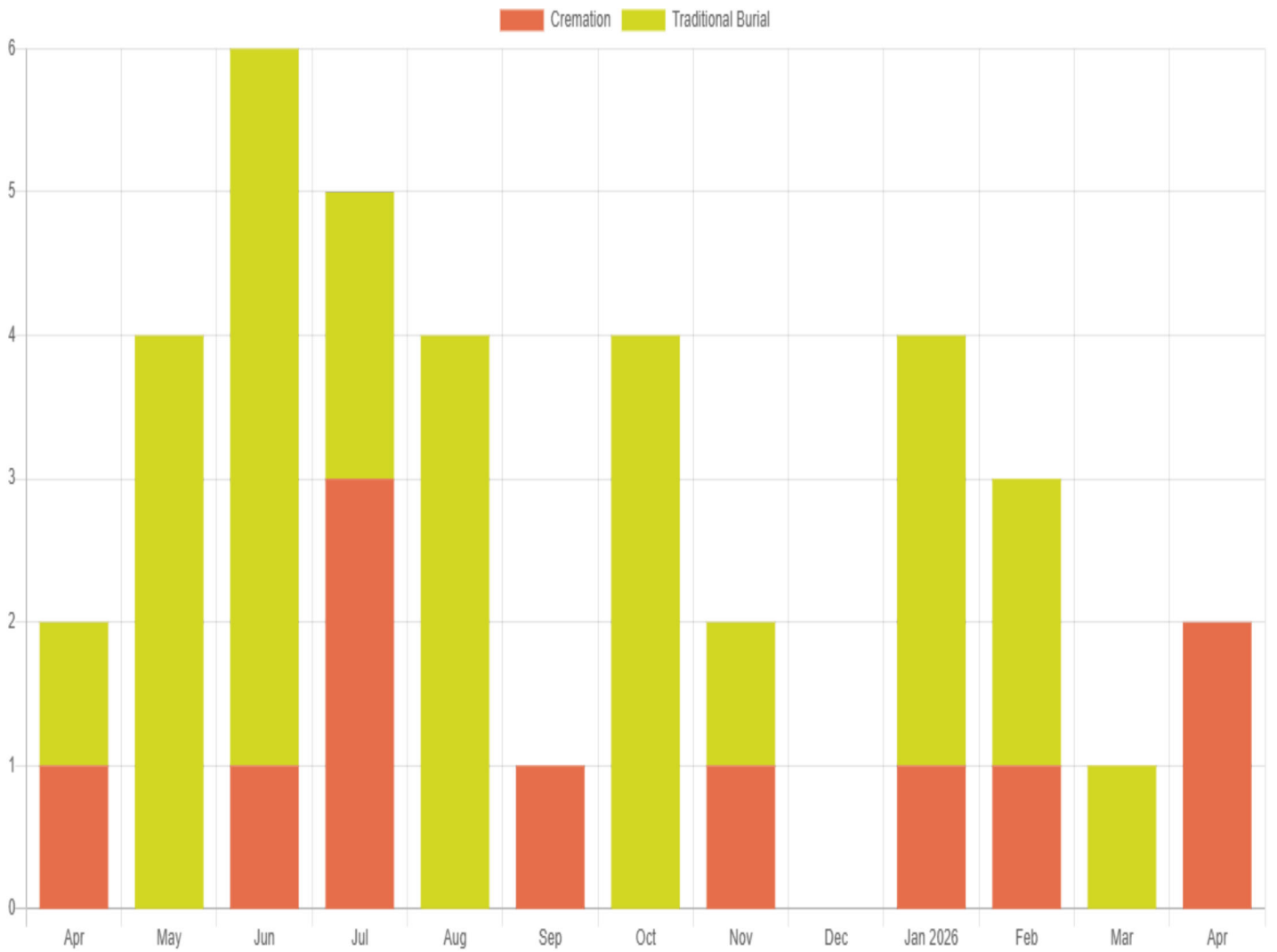
Income Statement

For Fiscal: 2026 Period Ending: 04/30/2026

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
700 - CEMETERY DISTRICT	-283,567.90	-283,567.90	-1,858.97	83,834.23	-367,402.13
Total Surplus (Deficit):	-283,567.90	-283,567.90	-1,858.97	83,834.23	

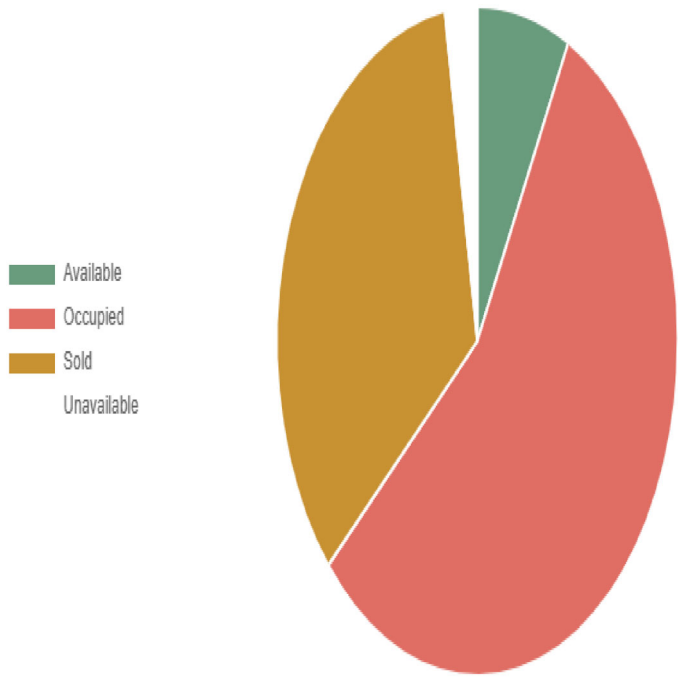
Burials Over Time



Burials Over Time

MONTH	CREMATION	TRADITIONAL BURIAL	TOTAL
Apr	1	1	2
May	0	4	4
Jun	1	5	6
Jul	3	2	5
Aug	0	4	4
Sep	1	0	1
Oct	0	4	4
Nov	1	1	2
Dec	0	0	0
Jan 2026	1	3	4
Feb	1	2	3

Mar	0	1	1
Apr	2	0	2
Total	11	27	38



Plot Status Totals

STATUS	TOTAL
Available	487
Occupied	3629
Sold	2214
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	198	147	327	0	16	688
5	36	260	324	0	36	656
6	230	136	354	0	48	768
7	4	368	325	0	31	728

**Clearwater Cemetery District
Board Meeting
May 14, 2026**

Sell Fuel Tank

Context: The Cemetery District has a 102 gallon gas tank with a pump. It was purchased to keep all the lawn equipment fueled up. Since most of it is contracted out there is no need for the tank.

The Sexton, Mike Weakley, has been running the pump on it about once per week with 17 gallons of fuel left in the tank. This is so the pump stays lubricated and the tank is less likely to rust.

Weakley proposes that the tank be sold since the District is running only one mower now. There are 4 gas cans that are available to use instead of the 102 gallon fuel tank.

Action: It is recommend selling the fuel tank and pump through Gavel Road.