

MINUTES
SUMMIT CEMETERY DISTRICT
January 9, 2024

I. CALL TO ORDER: 9:00 a.m. by President Smith

II. ROLL CALL:

Present

Linda Smith, President
Melvyn D. Foster, Secretary
Helen Enriquez, Trustee
Myrna Eberhardt, Trustee
Donnie Sibole, District Manager

Absent

Sandy Chatigny, Clerk

III. AGENDA REVIEW:

Need to make two changes to the Agenda:

- A. A motion was made by Trustee Enriquez and seconded by Trustee Foster to add Item C: CSDA Renewal in the amount of \$8187. 00 that was due December 31, 2023
- B. Item D: Weaver Grading Proposal for Sunnyslope in the amount of \$16,500.00.
Motion carried by unanimous vote.

IV. PUBLIC INPUT:

None

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the December 12, 2023 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Eberhardt and seconded by Trustee Enriquez to approve the Profit & Loss/Financial reports for December 2023 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Eberhardt to approve the December 2023 Check Register/Check Listings and credit card purchases as mailed. Motion carried by unanimous vote.

VI. MANAGERS REPORT

Manager Sibole presented his report to the board with no additions or changes.

VII. SAFETY REPORT:

Defensive Driving in Wet Weather was the Safety Topic for this month.
Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION:

- A. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the Estimate from Carlson Masonry for the Sunnyslope Block Wall Project in the amount of \$85,228.00. Motion carried by unanimous vote.
- B. A motion was made by Trustee Eberhardt and seconded by Trustee Enriquez to allow Manager Sibole to proceed with negotiations on the Veile property and approve a counter-offer in the amount of \$815,000.00. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the CSDA Renewal in the amount of \$8187.00. Motion carried by unanimous vote.
- D. A motion was made by Trustee Foster and seconded by trustee Enriquez to approve the bid from Weaver Grading for the project at Sunnyslope at a cost not to exceed \$17,000.00. Motion carried by unanimous vote.

IX. NEW BUSINESS:

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:57.

APPROVED:

Linda Smith, President

Sandy Chatigny, Clerk of the Board